

Annual Report

Town of Tewksbury Massachusetts



2003

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Town of Tewksbury Massachusetts



2003

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2003 IN MEMORIAM

Person's Name	Position Held	Time Period
Thomas J. Casey	DPW Water Department, Retired, Retired Member of the Board of Registrars, Little League "Mets" Team, Volunteer, Former Town Safety Officer.	
Richard E. Cluff, Sr.	Animal Inspector.	1963-1968
Anthony "Tony" DelGrosso, Sr.	School Department Employee.	
Anna Dobbin	School Cafeteria Staff.	
Emma K. Farley	Retired Cafeteria Staff at the Foster School and Memorial High School.	
Anthony J. "Tony" Galinas	Active Participant at Senior Center.	
Harold J. Gath	Retired School Department Custodial Staff. Auxiliary Police Officer.	1954-1977
John F. "Jack" Hanrahan	Taught Computer Education & Investment Classes at Community Adult Education Program.	
Karl L. Heidenrich, Jr.	Finance Committee.	1963-1966
Sgt. James C. Hood	Police Department. Detective. Youth Service Officer	1988-2003 2001-2003 1998-2003
John C. Kane	Assistant DPW Superintendent. Retired in 1996 after 41 years of service. Co-founded Youth Figure Skating Program. Member Board of Directors Cemetery Corporation, Town Common Renovation Committee, Friends of Tewksbury Library, Homecoming Committee, High School Sports Hall of Fame and Friends of the Tewksbury Hospital. Instrumental in building the brick structures memorializing the Town Veteran's Squares.	
Robert F. Mann	Senior Drop-In Center Volunteer.	
Katherine V. O'Rourke	Retired Special Education Teacher	
Leroy F. Patterson	Call Firefighter.	1963-1968
Edward F. Pelletier	Principal, Foster School, Ella Fleming School. Principal, Shawsheen School. Principal, Louise Davey Trahan School.	1956-1958 1959-1984 1985-1988
Rolland Roy	Housing Authority.	1973-1991

Person's Name	Position Held	Time Period
Helen C. Sullivan	Youth Sports Activist. Member Little League Ladies Auxiliary.	
John F. Synan	Member of the Sewer Advisory Board, Former Member of the Personnel Board, Former Member of the Patriotic Activities Committee, Substitute Teacher in the Tewksbury Public School System, Assisted with the Orioles Little League Team, Active in the Little League Organization.	
Catherine Wholey	Water Department Office.	1955-1965

GENERAL GOVERNMENT

*Biograph
Annual and Specials*

*Town Officers
Town Meeting Warrants*

*Town Committees
Elections*

Biograph

1. **Town:**
Tewksbury, Massachusetts
Incorporated in 1734
2. **County:**
Middlesex, ss.
3. **Location:**
At the junction of two new superhighways in northeastern Massachusetts, U.S. Interstate 495 and U.S. Interstate 93. The Town is bordered on the north by the Merrimack River, northeast by the Town of Andover, southeast by the Town of Wilmington, southwest by the Town of Billerica and borders on the City of Lowell on the west. It is 21 miles from Boston, 50 miles from Worcester, 30 miles from Salisbury Beach, and 230 miles from New York City.
4. **Population:**
1970 - 22,755
1980 - 24,478
1990 - 28,304
2000 - 30,315
2003 - 29,979
5. **Land Areas:**
20.70 square miles
10,789.5 acres assessed
6. **Density:**
Person per square mile:
1970 - 1,099
1980 - 1,182
1990 - 1,367
2000 - 1,464
2003 - 1,448
7. **Climate:**
Mean annual precipitation - 43.40 inches.
Mean Temperature - January - 26.6 degrees
July - 73.7 degrees.

8. **Elevation:**
Highest Point: Ames Hill, 363 feet;
North section: 200 feet;
West section: 150 feet;
Center: 120 feet;
South section: 150 feet
(above mean sea level)
9. **Topography:**
Fairly level terrain, with elevations varying from 100 feet to 200 feet above sea level. Soil is a mixture of sandy soil in southern section. Wet and moist and of good texture along the central and northern sections.
10. **Established:**
Inhabitants separated from Billerica in 1733.
First Town Meeting held January 14, 1734.
Duly incorporated December 23, 1734.
11. **Form of Government:**
Open Town Meeting
Five Member Elected Board of Selectmen
Appointed Town Manager

Elected Officers

SELECTMEN

Charles E. Coldwell, Chairman	2004
Joseph P. Gill, Jr.	2004
Douglas W. Sears, Esq.	2005
John Ryan	2006
Jerry Selissen	2006

BOARD OF HEALTH

Jennie McCarthy	2004
Stephanie Wilkie, Chairman	2005
Edward J. Sheehan, Jr.	2006

TOWN CLERK

Elizabeth A. Carey	2005
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MODERATOR

James P. Coakley	2005
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PLANNING BOARD

Vincent Spada	2004
David J. Plunkett, Chairman	2005
Frank R. Sweet	2006
Nancy Reed	2007
Robert A. Fowler	2008

SCHOOL COMMITTEE

Dennis Peterson, Chairman	2004
Edward Dick	2004
Joseph Russell	2005
Scott J. Consaul	2006
Ruth M. Perrin	2006

REGIONAL VOKE SCHOOL COMMITTEE

Patricia M. W. Meuse	2004
John Peter Downing	2006

TRUSTEES PUBLIC LIBRARY

Joan Dunlevy	2004
Karen Lu (res. 7/21/03)	2004
Mark O'Connor	2004
Brenda Orio	2005
Jan Sutton	2005
Warren Carey	2006
Mary R. MacDonald	2006

HOUSING AUTHORITY

Louise A. Gearty, Chairman	2004
Linda A. Ricardo-Brabant	2005
Robert C. Briggs	2006
John W. Deputat (Governor's Appointee)	2006
Shawn E. Dillon	2008

Appointive Officers

Town Manager	David G. Cressman
Asst. to the Town Manager	Sandra A. Barbeau
Town Counsel	Charles J. Zaroulis, Esq.
Animal Inspector	Pam Gorrasi
Appraisers	Board of Selectmen
Assessor (Chief)	John J. Kelley
Assessor	Barbara Flanagan
Assessor	Susan E. Moore
Attendance Officer	George Hazel
Accountant	Donna Gill
Building Commissioner	Richard A. Colantuoni
Asst. Building Commissioner	Edward Johnson
(Local) Building Inspector	Louis Carciofi (ret. '03)
Community Dev. Director	Steven Sadwick
D. P. W. Superintendent	William Burris (ret. '03)
Dog Officer	Walter Collins (ret. '03)
Emergency Management Dir.	Michael Sitar
Finance Director	Donna Walsh
Fire Chief	Thomas Ryan
Health Sanitarian/Deputy	
Animal Inspector	Dean Trearchis
Historian	Warren Carey
Northern Middlesex Area	
Commission Rep.	David G. Cressman
	Charles E. Coldwell
Police Chief	John Mackey (ret. '03)
Police Chief	Alfred Donovan
	(apptd. 12/03)
Recreation Director	Roy Patterson
Sealer of Weights & Measures	Edward Johnson
Superintendent of Schools	Christine L. McGrath, Ph.D.
Tax Collector	Dorothy Lightfoot
Treasurer	Janet Smith
Veterans Agent	Ellsworth Hart (ret. 10/03)
Veterans Agent	James Williams
Veterans Burial Indigent	Farmer & Dee, Inc.
	Tewksbury Funeral Home
Veterans Grave Officer	
Wire Inspector	Jeremiah Delaney

Appointed Boards- Committees-Commissions

AFFORDABLE HOUSING

Replaced by the Local Housing Partnership 2003

APPEALS BOARD

Kevin Anderson 2004
Jennie McCarthy 2005
Michael Firmeno 2006

APPEALS BOARD-ASSOCIATE MEMBERS

Joseph Kelley 2004
Robert Kelley 2004

BOARD OF REGISTRARS

Edward Creamer 2004
Donald Ordway 2005
Beverly Bennett 2006
Elizabeth A. Carey, Ex Officio

ASSISTANT REGISTRARS

Kathleen M. Garrant 2004
Sandra E. Turcotte 2004
Gina Hickford 2004

CABLE ADVISORY COMMITTEE

Donna Gacek 2004
Joseph Dermody 2004
William Marsh 2004

CONSERVATION COMMISSION

Stanley Folta, Jr. 2004
Gregory Peters 2005
Michael Kelley 2005
Robert Ernest (res. 12/18/03) 2005
Sal Tornare 2006
Andrew Stack 2006
Julie BezoetdeBie (res. '03) 2006

CONSTABLE – TERM TO EXPIRE – 2005

Sandra Barbeau
Yvonne Rawson-Bozek
Richard Carter
Edward F. Clark, Jr.
Edward F. Clark, III
Dean Devito
John J. Flaherty, Jr.
Ronald P. French
Herbert Hadley
Mark Hildebrand
Edwina Hudson
Cheryl Laffey
Wilfred A. Lambert
John Lynch
James J. Mazza
Walter J. McAvoy

Scott Michalewicz
Dennis A. Mills
Harold Morang
David Muscovitz
Kevin Mahoney
Gail Perdicaro
George H. Rost, Jr.
Anthony Saia
Janet Smith
Donald Stout
Henry E. Sullivan

COUNCIL ON AGING

Norman J. Desmarais 2004
Warren Hupper 2004
Rose McKenna 2004
Joan Unger 2004
Bernice Sprague 2005
Joel Deputat 2005
Marie Durgan 2005
Mark Wood 2005
Ellen Keefe 2006

Alternates

Muriel Gifford 2004
Carolyn French 2004
Lorene Patch 2004

FINANCE COMMITTEE

Thomas Cooke 2004
Kevin Donnelly 2004
John Dunfey 2004
Kenneth Holden 2005
John Wynn 2005
George Donovan 2005
Todd Johnson 2006
Ronald Hall 2006
Raymond Shaw, Chairman 2006

HISTORICAL COMMISSION

Douglas W. Sears 2005
James J. Gaffney, III 2005
Raymond Paczkowski 2005
Beverly Bennett 2005
M.Eileen McDonagh 2005
Warren R. Carey 2005

HOMEcoming COMMITTEE

Amanda Hicks 2004
Nancy Tsotsi
David Hicks 2004
Karen Page
John F. Synan, Jr.
Shayne Garman

INDUSTRIAL COMMISSION

Matthew Dailey 2006

LAND USE COMMITTEE

Douglas W. Sears, Esq.
 David Cressman
 Stephen Prevost
 Robert Kelley
 Michelle Walsh, Chairman
 Joanne Foley
 Steve Sadwick
 Robert Fowler
 Corrine Delaney
 Greg Peters
 Stephanie Wilkie
 Richard Morris

LOCAL HOUSING PARTNERSHIP

Mary Ellen Fernald (res. 8/26/03) 2003
 Robert Kelley (res. 8/20/03) 2004
 Raymond White 2004
 Kathleen Lee 2005
 Sal Marino (res. '03) 2004
 Gerald Pagliuca (res. '03) 2003
 Gregory Peters (Res. '03) 2004
 Michelle Walsh, Chairman (res. '03) 2004
 Marilyn Phelan 2005
 Jay Axson 2005
 Brenda Pachucki 2005
 Stephen Deackoff 2005

MASS. CULTURAL COUNCIL

Eleanor Corey 2003
 Lani Matthews 2003
 Marylou Christoffels 2003
 Marcie Murphy 2003
 Maria Galante 2004
 Donna Pacheco 2004
 Gina Hickford 2005
 Patricia Powers 2005
 M. Eileen McDonagh 2005

MASTER PLAN COMMITTEE

Stephanie Wilkie
 Nancy Reed
 Frank Sweet
 Salvatore Tornante
 Susan Duffy

MEMORIAL COMMITTEE – 2004

Charles Coldwell
 John Kane
 Richard Morris
 Kenneth Holden
 Warren R. Carey

MILLS STUDY COMMITTEE

Douglas Sears – Selectmen Rep.
 John Mackey – Police Chief
 Thomas Ryan – Fire Chief
 Ray Shaw, Finance Committee
 James Carter
 Steve Deackoff

Peter Guglietta (res. '03)
 David Silva (res. '03)
 Michael Sitar, Jr.

PATRIOTIC ACTIVITIES COMMITTEE

Amanda Hicks 2004
 David Hicks 2004
 Roy Patterson
 Charles Coldwell

PERSONNEL RELATIONS REVIEW BOARD

William Phalan 2004
 Stephen Hattori, Chairman 2005
 Sandra A. Barbeau 2005
 Roy Patterson 2005
 Robert O'Brien 2005

RECYCLING COMMITTEE 2005

Joseph P. Gill
 Jae Gray
 Dan Mazik
 Kristina M. Rogers, Chairman
 Sean Czarniecki
 Sandra Barbeau
 Bonnie Gallagher
 Kristen Gallagher
 Jennifer Krider
 Marcie Rizzo

SEWER AGREEMENT COMMITTEE

David Cressman
 William Burris
 Joseph Gill
 Shawn Dillon
 Richard Mazzoni

SIDEWALK COMMITTEE

Franco Lucchesi, Chairman
 Laura Caplan
 Carolyn French (Res. 6/12/03)
 Ted Dooling
 Mike Mucci
 Jefferson Smith
 Matthew Dailey (Res. 3/11/03)
 Elaine Quinlan
 Sandra Campo
 Sam Krikorian
 Eric Braciska
 Ron Hall

STREET NAME CHANGE COMMITTEE

Joan Dunlevy
 Elizabeth Carey
 Gerald Cullen
 Louise Gearty
 Edward Kearns
 Matthew McGillick
 Rita O'Brien Dee
 Edward Sullivan
 Donna Marshall

Richard Mackey

TRUST FUND COMMISSION

Warren Carey	2004
Janet Smith	2005
Dorothy Lightfoot	2005

WYNN SCHOOL BUILDING COMMITTEE

David Cressman
James Cutelis
Ray Shaw
Charles Coldwell
John Ryan
John Wynn
Brenda Theriault-Regan
James Melloni
Richard Colantuoni

Special Governmental Districts

SENATORS IN CONGRESS

HONORABLE EDWARD M. KENNEDY (D)
Senate Office Building, Washington, DC, 20510

HONORABLE JOHN F. KERRY (D)
Senate Office Building, Washington DC, 20510

CONGRESSIONAL DISTRICT: 5TH

MARTIN T. MEEHAN (D)
House of Representatives, Washington, DC, 20515

STATE GOVERNMENT

SUSAN TUCKER (D)
2ND Essex & Middlesex Senatorial District
Senate Offices: State House, Boston, MA, 02133

JAMES R. MICELI (D)
19TH Middlesex District of General Court
House of Representatives, State House, Boston, MA
02133

BARRY R. FINEGOLD (D)
17TH Essex District of General Court
House of Representatives, State House, Boston, MA
02133

Annual Town Election Results

April 5, 2003

At a meeting of the Inhabitants of the Town of Tewksbury, called by proper warrant and qualified to vote in Town affairs, held this day at the DPW for Precinct 1 and 1A; at the Teen Center for Precinct 2; at the South Fire Station for Precinct 2A; at the Senior Center for Precinct 3 and 3A; and at the Library for Precinct 4 and 4A, the following business was transacted. Registered on the ballot boxes in the seven Precincts showed 0000, and check lists were in order. Polls opened at 8:00 AM and closed at 8:00 PM. There were 3,071 votes cast. Precinct 1 – 323, Precinct 1A – 414, Precinct 2 – 327, Precinct 2A – 317, Precinct 3 – 466, Precinct 3A – 504, Precinct 4 – 263, and Precinct 4A – 457.

Precinct 1 - Alice Golen, Warden	Ellen M. Keefe, Clerk
Precinct 1A - Mary A. Casazza, Warden	Anne M. Callahan, Clerk
Precinct 2 - Bernice Sprague, Warden	Marie T. Magro, Clerk
Precinct 2A - Rosemarie Krugh, Warden	Bertha D'Amico, Clerk
Precinct 3 - Laurence Bairstow, Warden	Angela Callahan, Clerk
Precinct 3A - Rita Coyle, Warden	Mary Pilcher, Clerk
Precinct 4 - Mary Ann Nichols, Warden	Rita O'Brien Dee, Clerk
Precinct 4A - Christina R. Stanley, Warden	Dorothy McGrath, Clerk

ANNUAL TOWN ELECTION

April 5, 2003

PRECINCT TOTALS

Precinct	1	1A	2	2A	3	3A	4	4A	Total
	323	414	327	317	466	504	263	457	3,071

BOARD OF SELECTMEN (VOTE FOR TWO)

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	108	146	111	95	171	208	90	153	1,082
Kevin C. Anderson	131	206	158	167	205	241	126	187	1,421
John F. Ryan	228	267	204	211	369	300	170	302	2,051
Jerome E. Selissen	174	208	181	157	185	257	138	269	1,569
Others	5	1	0	4	2	2	2	3	19
Total	646	828	654	634	932	1,008	526	914	6,142

BOARD OF HEALTH (VOTE FOR ONE) 3 YEAR TERM

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	20	27	33	35	53	47	26	43	284
Edward J. Sheehan, Jr.	236	312	212	196	285	316	175	334	2,066
Ralph M. McHatton	65	71	80	86	127	137	61	80	707
Others	2	4	2	0	1	4	1	0	14
Total	323	414	327	317	466	504	263	457	3,071

BOARD OF HEALTH (VOTE FOR ONE) 1 YEAR UNEXPIRED TERM

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	17	40	23	23	36	48	22	46	255
Phillip L. French	156	216	148	111	265	206	113	190	1,405
Jennie M. McCarthy	150	158	156	183	164	248	127	221	1,407
Others	0	0	0	0	1	2	1	0	4
Total	323	414	327	317	466	504	263	457	3,071

HOUSING AUTHORITY (VOTE FOR ONE)

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	92	110	87	81	153	173	77	127	900
Shawn E. Dillon	228	303	240	234	309	325	185	329	2,153
Others	3	1	0	2	4	6	1	1	18
Total	323	414	327	317	466	504	263	457	3,071

PLANNING BOARD (VOTE FOR ONE)

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	12	36	18	19	42	36	21	37	221
Robert A. Fowler	177	227	169	150	250	243	135	244	1,595
David B. Silva	130	151	140	148	174	225	106	175	1,249
Others	4	0	0	0	0	0	1	1	6
Total	323	414	327	317	466	504	263	457	3,071

SCHOOL COMMITTEE (VOTE FOR TWO)

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	63	85	74	70	119	125	71	105	712
Scott J. Consaul	149	199	130	135	257	218	121	199	1,408
Ruth M. Perrin	146	225	183	171	205	243	132	232	1,537
Todd R. Johnson	133	131	89	87	159	163	77	122	961
Robert T. Marcin	27	36	26	42	28	64	24	32	279
Keith E. Rauseo	128	152	152	128	163	193	100	224	1,240
Others	0	0	0	1	1	2	1	0	5
Total	646	828	654	634	932	1008	526	914	6,142

REGIONAL VOKE SCHOOL COMMITTEE (VOTE FOR 1)

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	81	111	91	74	150	168	74	124	873
John Peter Downing	239	302	236	240	313	332	189	333	2,184
Others	3	1	0	3	3	4	0	0	14
Total	323	414	327	317	466	504	263	457	3,071

TRUSTEES PUBLIC LIBRARY (VOTE FOR TWO) 3 YEAR TERM

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	221	280	223	204	312	372	169	299	2,080
Mary R. MacDonald	214	262	210	202	298	329	173	298	1,986
Warren R. Carey	209	286	219	227	319	305	184	317	2,066
Others	2	0	2	1	3	2	0	0	10
Total	646	828	654	634	932	1008	526	914	6,142

TRUSTEES PUBLIC LIBRARY (VOTE FOR ONE) 2 YEAR UNEXPIRED TERM

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	77	106	85	67	134	152	70	110	801
Brenda M. Orio	245	307	242	249	330	348	190	346	2,257
Others	1	1	0	1	2	4	3	1	13
Total	323	414	327	317	466	504	263	457	3,071

Total Registered Voters	18,119
Total Votes	3,071
Percent	17%

A True Copy Attest:

Elizabeth A. Carey, CMC, CMMC
Town Clerk

Annual Town Election - Recount

April 23, 2003

BOARD OF HEALTH - 1 YEAR UNEXPIRED TERM

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	17	40	23	23	35	50	22	46	256
Phillip L. French	156	216	148	111	266	206	112	190	1,405
Jennie M. McCarthy	150	158	156	184	164	249	127	221	1,409
Others	0	0	0	0	1	2	1	0	4
Total	323	414	327	318	466	507	262	457	3,074

A True Copy Attest:

Elizabeth A. Carey, CMC, CMMC
Town Clerk

Annual Town Meeting

MAY 5, 7, & JUNE 23, 2003

Tewksbury Memorial High School
320 Pleasant Street
May 5, 7, & June 23, 2003

Moderator James Coakley opened the 2003 Annual Town Meeting at 8:00 P.M. on May 5, 2003.

The Moderator introduced Rev. Dwight Hoeberechts, OMI, from Saint William's Church to offer the Opening Prayer.

The Moderator called for a Moment of Silence for Town Officials and Town Employees who passed away in the Year 2002 and who are listed on page 3 and page 4 of the 2002 Annual Town Report and he included Police Sergeant James Hood who recently passed away.

The Pledge of Allegiance was led by Steven Higgins, Boy Scout Troop 56. Scout Higgins is performing obligations to become an Eagle Scout and is attending this Town Meeting for his Communication Merit Badge.

Bethany Dowell, Tewksbury Police Explorers Advisor, led the Assembly in singing the National Anthem.

The Moderator designated the Visitors Section and reminded the registered voters to display their voting ribbons. He informed the Assembly about the Town Meeting Guidelines printed on the inside cover of the Warrant. He informed the Assembly of the Related Articles 26 and 27 that will be acted upon on Wednesday, May 7, 2003.

Board of Selectman Chairman, Charles Coldwell, made the following announcements:

The Rainbow Girls are selling coffee and baked goods in the front foyer.

Senator Susan Tucker and Representative James Miceli's Annual Surveys are available and to be completed and returned when leaving the Town Meeting.

Boy Scout Troop 67 are having a Car Wash, Saturday, May 10, 9:00 AM to 1:00 PM at the Tewksbury Congregational Church, East Street. Proceeds to restore the Nativity that is set up during the Christmas holiday.

The Recycling Committee reminds everybody about the Environmental Day, Saturday, May 17, 9:00 AM to 1:00 PM, DPW, 999 Whipple Road. Rain or Shine.

The Garden Club, Annual Plant Sale, is Saturday, May 17, 10:00 AM to 2:00 PM, Town Common.
(Rain Date, Sunday, May 18).

On Monday, May 5, 2003, there were 168 registered voters and 15 visitors in attendance.

Finance Committee Chairman, Ray Shaw, motioned to Waive the Reading of the Warrant Articles and this motion was Adopted
8:09 PM 5/5/03

Finance Committee Chairman, Ray Shaw, motioned to Recess the 2003 Annual Town Meeting to Wednesday, May 7, 2003, at 8:00 PM at the Tewksbury Memorial High School and this motion was Adopted.
8:50 PM 5/5/03

The Moderator Reconvened the 2003 Annual Town Meeting, May 7, 2003, at 8:00 PM.

2003 ANNUAL TOWN MEETING

Board of Selectman Chairman, Charles Coldwell made the following announcements:

Senior Center Art Show, Wednesday, May 14 @ 6:00 PM to 8:00 PM

Senior Center Supper, May 17th @ 6:00 PM (To benefit the Senior Center Building Fund)

Senior Center Breakfast, June 1st, 7:30 AM to 11:00 AM (To benefit the Senior Center Building Fund).

Reminder about the Senior Tax Relief Tax Fund. Walter Maciel providing donation canisters as you exit Town Meeting.

Phase VI Sewer Program Meeting, June 19, at 7:30 PM at the Trahan School, Salem Road.

The Moderator reminded Visitors wearing a Light Blue ribbon or a Red ribbon to sit in the Visitor's Section unless you have a designated visitor seat. He also reminded voter's to conspicuously display their voting ribbons.

On Wednesday, May 7, 2003, there were 222 registered voters and 26 visitors in attendance.

Finance Committee Chairman, Ray Shaw, motioned to Adjourn the 2003 Annual Town Meeting to June 23, 2003 @ 8:00 PM at Tewksbury Memorial High School to act on the money articles 2, 3-8, 4 and 5 and this motion was adopted. 10:02 PM 5/7/03

Moderator James Coakley opened the Adjourned Session of the 2003 Annual Town Meeting on June 23, 2003 at 8:00 P.M. to act on the Tabled Money Articles 2, 3-8, 4 and 5.

On June 23, 2003 there were 83 registered voters and 10 visitors in attendance.

Moderator Coakley offered a Moment of Silence for Marc Evans, a student at Tewksbury Memorial High School, who succumbed to drowning on Saturday, June 21st.

Finance Committee Chairman, Ray Shaw, motioned to Adjourn the 2003 Annual Town Meeting, sine die, and this motion was Adopted at 8:42 P.M.

SECTION 1

ARTICLE 1

To choose all necessary Town Officers, by ballot, Two (2) members of the Board of Selectmen for three years; One (1) member of the Board of Health for three years; One (1) Member of the Board of Health for a One (1) year unexpired term; One (1) Housing Authority Member for five years; One (1) member of the Planning Board for five years; Two (2) members of the School Committee for three years; and One (1) member of the Regional Voke School Committee for three years; and Two (2) Library Trustees for three years; and One (1) Library Trustee for a Two (2) year unexpired term.

Accomplished at the 2003 Annual Town Election, April 5, 2003.

SECTION 2

Article 2	Elected Official Salaries	
Article 3	Consent Calendar	
Article 4	Budget Articles	Lottery System for each Department
Article 5	Budget Related	Transfer \$600,000 from Overlay Surplus
Article 6	Personnel By-Law	Amend Pay Classification

ARTICLE 2

To see if the Town will vote to fix the salaries of several elected officials for the fiscal year 2004.

	<u>FY03</u> <u>Present</u>	<u>FY04</u> <u>Requested</u>	<u>Voted (6/23/03)</u>
<u>BOARD OF HEALTH</u>			
Chairman	450	450	450
Members (2)	350	350	350
 MODERATOR	 500	 500	 500
 PLANNING BOARD			
Chairman	1200	1200	1200
Members (4)	850	850	850

SCHOOL COMMITTEE

Chairman	3000	3000	3000
Members (4)	2500	2500	2500

SELECTMEN

Chairman	6000	6000	6000
Members (4)	5000	5000	5000

Executive Summary: The purpose of the article is to fix the salaries of certain elected Town officials.

Finance Committee Chairman, Ray Shaw, requested that all Financial Articles be Tabled.

Motion: The Finance Committee motioned to Table Article 2 and this motion was Adopted. 5/5/03 8:10 PM

Point of Order: William Hurton asked: "Table to when?"

Moderator: "To the end of Town Meeting and then a motion will be made to Adjourn the 2003 Annual Town Meeting to June 23, to act on the Tabled Money Articles".

Motion: Finance Committee Chairman, Ray Shaw, motioned to Remove Article 2 from the Table.

Voted: Article 2 was Removed from the Table. 6/23/03 8:01 PM

Motion: The Finance Committee motioned to Adopt Article 2.

Voted: Article 2 was Adopted. 6/23/03 8:01 PM

ARTICLE 3

Consent Calendar

The Moderator will call out the number of the Articles, one by one. If a voter objects to any particular Article being included in the Consent Calendar, he/she should say the word "HOLD" when the number is called. The Article is then removed from the Consent Calendar and restored to its original numbered place in the warrant, to be acted upon, debated and voted in the usual manner. After calling of the individual items in the Consent Calendar, the Moderator shall ask that the voters pass all the remaining items as a unit.

(Consent Calendar)

Article 3-7	Accept the Annual Report
(D)Article 3-8	Reduce the Tax Levy
Article 3-9	Lease/Purchase Agreement
Article 3-10	Authorize Chapter 90 Funds
(D)Article 3-11	Petition Legislature – Police Station
(D)Article 3-12	Rescind Action & Accept Chapter 242, Acts of 2000
(D)Article 3-13	Amend Special Act Charter Sec. 15
(D)Article 3-14	Amend Special Act Charter Sec. 10
(D)Article 3-15	Petition Legislature – Grant Easements

ARTICLE 3-7

To hear and act upon reports of the various town officers; or take any action relative thereto.

Town Manager

Executive Summary: The purpose of the article is to accept the reports of various officers, which were printed in the 2002 Town Report.

Moderator James Coakley informed the Assembly about an error on page 8 of the 2002 Annual Town Report. Under the Sewer Agreement Committee it has Charles Coppola as being deceased. This is incorrect. Mr. Coppola is alive and well.

The word deceased should be after Charles Stella (Deceased).

Motion: The Finance Committee motioned to Adopt Article 3-7 and this motion was Adopted.

8:12 PM 5/5/03

ARTICLE 3-8

To see if the Town will vote to transfer from the E&D account the total sum of \$1,616,574 to be used by the Assessors to reduce the current tax levy or take any related action.

Town Manager

Executive Summary: This article allows the Town to utilize funds that were considered available as of June 30, 2002 to balance the FY04 budget.

Motion: The Finance Committee motioned to Table Article 3-8 until June 23, 2003 and this motion was Adopted.

8:14 PM 5/5/03

Motion: Finance Committee Chairman, Ray Shaw, motioned to Remove Article 3-8 from the Table.

Voted: Article 3-8 was Removed from the Table.

8:02 PM 6/23/03

Motion: The Finance Committee motioned Adopt Article 3-8 and Transfer \$1,616,574.00 from the E&D Account for the purpose of Article 3-8.

Voted: Article 3-8 was Adopted per the Finance Committee's Recommendation.

8:02PM 6/23/03

ARTICLE 3-9

To see if the Town will vote to authorize the Town Manager to enter into Lease/Purchase Agreements of up to five years to purchase equipment for Town Departments. Said contracts shall be subject to annual appropriations or take any related action.

Town Manager

Executive Summary: This article is acted on annually and allows the Town Manager to lease/purchase equipment for various Town departments subject to an annual appropriation.

Motion: The Finance Committee motioned to Adopt Article 3-9 and this motion was Adopted.

8:12 PM 5/5/03

ARTICLE 3-10

To see if the Town will vote: (1) to appropriate a sum of money to survey, design and undertake repairs to roads and bridges under the provisions of Chapter 90 of the Massachusetts General Laws, and to obtain any material and/or services incidental thereto; (2) to authorize the Board of Selectmen to acquire easements in conjunction therewith by the purchase, gift, lease, eminent domain, or otherwise; (3) in furtherance of the project(s), to authorize the Board of Selectmen to apply for, accept and expend any federal, state and/or private grants without further appropriation thereof; and (4) to determine whether said appropriation shall be raised by transfer from available funds or by borrowing; or take any action relative thereto.

Town Manager

Executive Summary: Each year the state indicates the amount it will allot to cities and towns for roadwork under Chapter 90. This article authorizes the town to spend these funds.

Motion: The Finance Committee motioned to Adopt Article 3-10 and this motion was Adopted.

8:12 PM 5/5/03

ARTICE 3-11

To see if the Town will vote to authorize the Board of Selectmen to petition the State Legislature to exempt the Town from a reversionary clause in the deed by the Commonwealth of Massachusetts to the Town of Tewksbury of the Police Station at 935 Main Street and allow the Town to sell the property or take any other action relative thereto.

Town Manager

Executive Summary: The purpose of this article is to allow the town to sell the former police station.

Motion: The Finance Committee motioned to Adopt Article 3-11 and this motion was Adopted.
Article 3-11 was Adopted.

8:14 PM 5/5/03

ARTICLE 3-12

To see if the Town will vote to rescind the action taken on Article 11 of the May 3, 2000 Special Town Meeting and further to accept the provisions of Chapter 242 of the Acts of 2000 which provides that no one shall be eligible to have his name certified for original appointment to the position of firefighter or police officer if such person has reached his thirty-second birthday on the date of the entrance examination, but any veteran shall be allowed to exceed the maximum age provision of this section by the number of years served on active military duty, but in no case shall said candidate for appointment be credited more than four years of active military duty. Or take any other action relative thereto.

Town Manager

Executive Summary: By accepting the provisions of Chapter 242 of the Acts of 2000 no person shall be eligible to have their name certified for original appointment to the position of firefighter or police officer if such person has reached their thirty-second birthday on the date of the entrance examination. Any veteran shall be allowed to exceed the maximum age provision of this section by the number of years served on active military duty, but in no case shall said candidate for appointment be credited more than four years of active military duty. Currently, there is no age limit for firefighter and police officer, as Article 11 of the May 3, 2000, special town meeting accepted Massachusetts General Laws Chapter 31, Sections 61A and 61B which allowed any one at any age to become a police officer or firefighter provided they passed the health and physical fitness standards. The town's concern is persons in their forties or fifties may pass the health and physical fitness standards but there is no guarantee that they would pass them in later years once they are hired.

Motion: Mr. Joseph Kelley motioned to Amend Article 3-12 and Adopt Article 3-12, as Amended.
Mrs. Patricia Meuse motioned to Indefinitely Postpone Article 3-12.

Voted: Mr. Kelley's Amendment was Adopted.
Mrs. Meuse's motion to Indefinitely Postpone Article 3-12 was Adopted.
Article 3-12 was Indefinitely Postponed.

8:22 PM 5/5/03

8:22 PM 5/5/03

ARTICLE 3-13

To see if the Town will vote to authorize the Board of Health to petition the State Legislature to amend the Special Act Charter by inserting the following at the end of Section 15:

The Board of Health shall be elected by popular vote during the spring annual elections. The Board shall consist of five persons serving three year terms, with two persons elected one year, two persons elected the second year, and one person elected the third year. For the purpose of implementation, the three seated members shall serve out their individual terms, with the two open seats being filled at the next general election, one seat for three years, the second for two years.

Board of Health

Executive Summary: This would increase the Board membership from the current three members to five members. The Board sometimes has trouble having a quorum for meetings, when one member may be sick, and another delayed at work. Five members will allow the Board to better function.

Motion: The Finance Committee motioned to Indefinitely Postpone Article 3-13.
Stephanie Wilkie, Board of Health Chairman, motioned to Adopt Article 3-13.

Voted: The Finance Committee's motion for Indefinite Postponement Failed.
Ms. Wilkie's motion to Adopt Article 3-13 was Adopted.
Article 3-13 was Adopted.

8:27 PM 5/5/03
8:27 PM 5/5/03

ARTICLE 3-14

To see if the Town will vote to authorize the Board of Health to petition the State Legislature to amend the Special Action Charter as follows:

Section 10 (a): Insert "the board of health" after the "school committee", to read "The town manager shall supervise and direct the administration of all departments, commissions, boards and offices except the board of selectmen, the school committee, *the board of health*, election officers and the registrars of voters."

Section 10 (c): Insert "and the board of health" after "the school department", to read "Except as otherwise provided by this act, the town manager shall appoint upon merit and fitness alone, and subject to the provisions of chapter thirty-one of the General Laws where applicable, may remove all officers and employees of the town, except employees of the school department *and the board of health*; town officers and employees not subject to the provisions of said chapter thirty-one shall not be removed by him except on ten days noticed in writing, setting forth the cause of such removal."

Section 15: Insert the following at the end of Section 15: "Notwithstanding anything to the contrary, the Board of Health shall be sole appointing and supervising authority of its officers and employees."

Board of Health

Executive Summary: This article would clearly state that the Board of Health is the sole appointing and supervising authority of its officers and staff. Up until the spring of 2001, the standard practice of the Board of Health was to interview and hire its entire staff, and exercise its supervision over day to day activities. The Board has hired all current and former employees directly, with no approval needed from the Town Manager. In the spring of 2001, the Town Manager ordered the Board of Health be folded into a new Community Development Department, under the supervision of the Director of Community Development. Adoption of this article would provide clear guidance that the elected Board of Health, answerable directly to the voters, has the sole responsibility over its staff.

Motion: The Board of Health motioned to Withdraw Article 3-14 and this motion was Adopted.
Article 3-14 was Withdrawn.

8:28 PM 5/5/03

ARTICLE 3-15

To see if the Town will vote to authorize the Board of Selectmen and/or Conservation Commission to petition the State Legislature to grant easements upon such terms and conditions as deemed advisable, subject to legislative approval pursuant to Article 97 of the Amendments of the Massachusetts Constitution, to lay, construct, maintain, operate, repair, change the size of, remove and replace a utility pipeline over three parcels of land to which the Town of Tewksbury and/or the Conservation Commission have an interest by instruments recorded at Middlesex North District Registry of Deeds, (**As Amended, Delete: Book 3394, Page 236 also shown as Lot 43 on Assessor's Map 63, on North Street, Middlesex North District Registry of Deeds,**) Book 3849, Page 149 also shown as Lot 77 on Assessor's Map 99 off Mill Street; and Middlesex North Registry of Deeds, Book 4182, Page 210 also shown as Lot 34 on Assessor's Map 111, on Bradford Road, consisting of proposed permanent right-of-way 20 feet more or less in width, together with temporary work space for construction purposes 10 feet more or less in width on either side of the proposed permanent easement immediately adjacent to the area of the proposed permanent easement said temporary work space to expire upon completion of construction or within two years from commencement of construction, whichever is less, or to act in any other manner in relation thereto.

Town Manager

Executive Summary: This article grants easements across three parcels of Town owned and Conservation Commission managed property to construct, operate and maintain sewer pipelines to provide sewer service to surrounding neighborhoods in accordance with the Town Master Sewer Plan.

Motion: The Finance Committee motioned to Adopt Article 3-15, as Amended by the Town Manager.
Town Manager, David Cressman, motioned to Amend Article 3-15.

Point of Order: Mr. Scott Consaul informed the Moderator that the amended article would repeat two (2) Middlesex North District Registry of Deeds and he suggested the one before Book 3394 should be stricken.
The Moderator seeing no opposition from the Assembly accepted Mr. Consaul's suggestion.

Voted: The Town Manager's Amendment was Adopted. 8:31 PM 5/5/03
The Finance Committee's motion to Adopt Article 3-15, as Amended, was Adopted. 8:31 PM 5/5/03
Article 3-15 was Adopted, as Amended.

AMENDMENT: (In the Warrant) Starting in the 8th line with the word, "Book", delete the following:
Book 3394, Page 236 also shown as Lot 43 on Assessor's Map 63,
on North Street, Middlesex North District Registry of Deeds,

ARTICLE 4

Budget

To see what sums the Town will raise and appropriate, transfer or otherwise provide, for its necessary and expedient purposes as designated hereafter, and to direct that these funds be expended only for such purposes under the direction of the respective boards, committees and officers for the fiscal year which begins July 1, 2003 or take any related action.

	<u>FY 03 Adopted</u>	<u>FY 04 Dept Requests</u>	<u>FY 04 Mgr Recommend</u>	<u>Finance Committee Voted Recommendations</u>
General Fund Budget Classification				
<u>GENERAL GOVERNMENT</u>				
Moderator				
Salaries	500	500	500	
Operating	100	100	50	100
Total	600	600	550	600
Selectmen				
Salaries	28,185	28,185	28,185	
Operating	116,944	147,455	127,455	
Total	145,129	175,640	155,640	
Town Manager				
Salaries	312,555	302,308	302,308	
Operating	4,290	4,290	4,290	
Total	316,845	306,598	306,598	
Finance Committee				
Salaries	2,500	2,500	2,500	
Operating	1,560	1,560	1,375	
Total	4,060	4,060	3,875	
Town Counsel				
Operating	102,000	106,000	106,000	

	<u>FY 03 Adopted</u>	<u>FY 04 Dept Requests</u>	<u>FY 04 Mgr Recommend</u>	<u>Finance Committee Voted Recommendations</u>
Personnel Relations Review Board				
Salaries				
(Escrow for Wage Increase)	12,005	-	-	
Operating	200	200	200	
Total	12,205	200	200	
Administrative Services				
Salaries	104,458	86,674	86,674	
Operating	23,450	25,050	21,550	
Total	127,908	111,724	108,224	
Town Clerk				
Salaries	203,037	199,524	199,524	
Operating	12,395	12,395	12,395	
Total	215,432	211,919	211,919	
Election				
Salaries	41,421	30,736	30,736	
Operating	5,943	6,218	6,218	
Total	47,364	36,954	36,954	
Board of Registrars				
Salaries	2,850	2,850	2,850	
Operating	1,440	1,440	1,440	
Total	4,290	4,290	4,290	
Total General Government	975,833	957,985	934,250	934,300

FINANCE DEPARTMENT

Accounting				
Salaries	175,134	168,582	168,582	
Operating	9,062	8,944	8,444	
Total	184,196	177,526	177,026	
Computer Services				
Salaries	126,199	129,442	129,442	
Operating	118,050	93,700	92,600	
Outlay	64,100	67,749	64,500	
Total	308,349	290,891	286,542	
Assessor				
Salaries	216,000	209,815	209,815	
Operating	26,800	26,800	25,800	
Total	242,800	236,615	235,615	
Treasurer/Collector				
Salaries	323,088	332,732	331,732	
Operating	190,500	188,380	187,880	
Outlay	-	-	-	
Total	513,588	521,112	519,612	
Total Finance Department	1,248,933	1,226,144	1,218,795	

	<u>FY 03 Adopted</u>	<u>FY 04 Dept Requests</u>	<u>FY 04 Mgr Recommend</u>	<u>Finance Committee Voted Recommendations</u>
<u>COMMUNITY SERVICES</u>				
Cable Television				
Salaries	2,500	2,500	2,500	
Operating	10,460	10,460	10,460	
Total	12,960	12,960	12,960	
Dog Officer				
Salaries	51,300	51,549	51,300	
Operating	5,000	4,751	4,251	
Total	56,300	56,300	55,551	
Veteran's Services				
Salaries	62,025	62,025	62,025	
Operating	106,000	106,000	106,000	
Total	168,025	168,025	168,025	
Exceptional Children				
Salaries	23,185	23,570	23,570	
Operating	15,376	15,577	15,377	
Total	38,561	39,147	38,947	
Patriotic Committee				
Operating	37,500	37,500	32,750	
Homecoming Committee				
Operating	14,870	14,870	6,000	
Recreation				
Salaries	183,104	191,371	81,553	
Operating	61,224	59,100	38,960	
Total	244,328	250,471	120,513	
Total Community Services	572,544	579,273	434,746	
<u>COUNCIL ON AGING</u>				
Salaries	145,703	147,637	147,637	
Operating	61,364	61,564	61,564	
Total Council on Aging	207,067	209,201	209,201	
<u>FACILITIES</u>				
Town Hall				
Salaries	23,507	16,147	16,147	
Operating	59,806	52,644	52,644	
Total	83,313	68,791	68,791	
Auxiliary Buildings				
Operating	36,512	26,000	26,000	
School Building Committee				
Salaries	4,000	4,000	2,000	
Operating	200	200	100	
Total	4,200	4,200	2,100	

	<u>FY 03 Adopted</u>	<u>FY 04 Dept Requests</u>	<u>FY 04 Mgr Recommend</u>	<u>Finance Committee Voted Recommendations</u>
Cemeteries				
Operating	3,000	3,000	3,000	
Total Facilities	127,025	101,991	99,891	

LIBRARY

Library				
Salaries	735,975	723,150	653,788	654,288
Operating	313,875	327,700	321,450	
Total	1,049,850	1,050,850	975,238	975,738
Total Library	1,049,850	1,050,850	975,238	975,738

PLANNING AND DEVELOPMENT

Planning(Community Development)				
Salaries	271,769	265,329	245,759	249,035
Operating	19,100	16,400	14,900	
Capital Outlay	-	4,620	4,620	
Total	290,869	286,349	265,279	268,555
Building				
Salaries	270,794	243,386	240,986	
Operating	9,070	8,750	8,750	
Capital Outlay	24,255	-	-	
Total	304,119	252,136	249,736	
Board of Health				
Salaries	208,868	207,695	207,695	
Operating	35,963	37,551	36,351	
Total	244,831	245,246	244,046	
Total Planning and Development	839,819	783,731	759,061	762,337

PUBLIC SAFETY

Police				
Salaries	4,765,436	4,842,841	4,654,660	
Operating	297,870	409,263	305,013	
Outlay	127,000	127,000	118,000	
Total	5,190,306	5,379,104	5,077,673	
Auxiliary Police				
Operating	1,775	1,800	1,800	
Fire				
Salaries	3,773,126	3,862,744	3,770,943	
New Position	-	83,106	-	
Operating	214,760	224,760	214,760	
Outlay	241,902	396,725	238,725	
Total	4,229,788	4,567,335	4,224,428	

	<u>FY 03 Adopted</u>	<u>FY 04 Dept Requests</u>	<u>FY 04 Mgr Recommend</u>	<u>Finance Committee Voted Recommendations</u>
Emergency Management				
Salaries	4,464	4,464	4,464	
Operating	12,245	26,830	16,125	
Total	16,709	31,294	20,589	
Parking Clerk				
Salaries	2,000	2,000	2,000	
Operating	2,700	2,700	2,700	
Total	4,700	4,700	4,700	
Total Public Safety	9,443,278	9,984,233	9,329,190	
<u>SCHOOL DEPARTMENT</u>				
Salaries	20,864,043	21,803,610	20,941,224	
Operating	7,877,175	7,830,184	7,830,184	
Outlay	33,013	-	-	
Total School Dept	28,774,231	29,633,794	28,771,408	28,706,115
<u>PUBLIC WORKS</u>				
Department of Public Works				
Salaries	2,164,912	2,190,025	2,149,144	
Operating	1,553,516	1,258,872	1,240,872	
Outlay	165,896	159,561	159,561	
Total	3,884,324	3,608,458	3,549,577	
Snow and Ice				
Salaries	76,007	76,008	76,008	
Operating	124,000	124,000	124,000	
Total	200,007	200,008	200,008	
Street Lighting				
Operating	138,529	138,529	138,529	
Solid Waste Disposal				
Operating	2,497,440	2,554,139	2,554,139	
Total Public Works	6,720,300	6,501,134	6,442,253	
<u>UNCLASSIFIED</u>				
Reserve Fund	100,000	100,000	100,000	
Maturing Debt	3,962,831	2,944,669	2,944,669	
Interest-Maturing Debt	2,051,803	1,583,852	1,583,852	
Interest-Temporary Loans	399,610	300,000	300,000	
Regional Vocational School	3,342,083	3,475,766	3,342,083	
Retirement	1,970,496	2,566,931	2,566,931	
Occupational Injury Reserve	56,129	56,129	56,129	
Unemployment Compensation	16,130	16,630	16,630	
Group Insurance	6,196,552	6,748,381	6,505,984	
Medicare Tax	320,000	340,000	340,000	
Fire/Liability Insurance	486,618	656,934	656,934	556,934
Total Unclassified	18,902,252	18,789,292	18,413,212	18,313,212

	<u>FY 03 Adopted</u>	<u>FY 04 Dept Requests</u>	<u>FY 04 Mgr Recommend</u>	<u>Finance Committee Voted Recommendations</u>
Total General Fund Budget Before Transfers	68,861,132	69,817,628	67,587,245	67,425,778 (R&A)

TRANSFER FROM GENERAL FUND BUDGET

TO Sewer Enterprise	-	(367,472)	(367,472)	587,972
ATM Total				
Net General Fund Budget	<u>68,861,132</u>	<u>69,450,156</u>	<u>67,219,773</u>	<u>66,837,806</u>

SEWER ENTERPRISE FUND BUDGET

(Sewer Enterprise Fund established as of July 1, 2003)

DIRECT COSTS

Lowell Sewer	-	285,000	285,000	
Maturing Debt	-	699,152	699,152	
Interest-Maturing Debt	-	270,581	270,581	
Interest-Temporary Loans	-	200,000	200,000	
Total Direct Costs	-	1,454,733	1,454,733	(R&A)

INDIRECT COSTS

Transfer from General Fund	-	367,472	367,472	587,972
Total Sewer Enterprise Fund Budget	<u>-</u>	<u>1,822,205</u>	<u>1,822,205</u>	<u>2,042,705</u>

Executive Summary: The purpose of the Article is to fund various department budgets for FY04.

Motion: The Finance Committee motioned to Table Article 4 until June 23, 2003.

Finance Committee Chairman, Ray Shaw, informed the Assembly of scheduled budget public hearings to be held on May 14, 7:30 PM, at Town Hall; May 21, 7:30 PM at Police Headquarters; and May 28, 7:30 PM at the Town Hall and the Finance Committee will post the Finance Committee Recommendations with the Town Clerk on Friday, June 20th.

Moderator Coakley informed the Assembly that he is accepting the motion to Table Article 4 until Wednesday evening and then on Wednesday evening and, after the last lottery article has been acted upon, he will entertain a motion to Adjourn the 2003 Annual Town Meeting to Monday, June 23, 2003 to act on the budget articles.

Voted: The motion to Table Article 4 was Adopted. 8:39 PM 5/3/03

Motion: Finance Committee Chairman, Ray Shaw, motioned to Remove Article 4 from the Table.

Voted: Article 4 was Removed from the Table. 8:03 PM 6/23/03

Questions ensued about the procedure for the funding for the Sewer Enterprise Fund Budget.

The Moderator Recessed the 2003 Annual Town Meeting at 8:22 PM. For a discussion among Town Officials'.
The Moderator Reconvened the 2003 Annual Town Meeting at 8:27 PM.

Motion: Finance Committee Chairman, Ray Shaw, motioned to Amend Article 4 with the following changes and Adopt Article 4, as Amended:

	<u>From</u>	<u>As Amended</u>
Moderator Operating	\$ 50	\$ 100
Library-Salaries	653,788	654,288
Planning-Salaries	245,759	249,035
School Department	28,771,408	28,706,115
Fire & Liability Insurance	656,934	556,934
Transfer to Sewer Fund	- 367,472	- 587,972
Total General Fund Budget	67,219,773	67,425,778
Total Sewer Fund Budget	1,822,205	2,042,705

Moderator Coakley informed the Finance Committee and Assembly that he will accept the Finance Committee's submitted Recommendations as part of their budget recommendation and not as an Amendment.

The Moderator informed the Assembly that he would read the Budget Classifications and if any voter wishing to Debate any Budget to call out Debate and he would set that Department Budget aside.

The School Department Budget was marked for Debate.

All other Department budgets and the Sewer Enterprise Fund were **NOT** marked for Debate and were Adopted per the Finance Committee's Recommendation. 8:30 PM 6/23/03

School Department

Motion: The Finance Committee motioned to Adopt the School Department budget as Recommended by the Finance Committee.

Voted: The School Department Budget was Adopted, per the Finance Committee's Recommendations. 8:39 PM 6/23/03

A motion was Made to Move the Question and this motion was Adopted. 8:39 PM 6/23/03

Because the Warrant and the Finance Committee's Recommendations showed the Indirect Costs of the Sewer Enterprise Fund Budget as a Transfer from the General Fund the Moderator motioned to Reconsider the Sewer Enterprise Indirect Cost section to make this unmistakably clear and this Reconsideration motion was Adopted. 8:39 PM 6/23/03

Voted: Transfer of the Sewer Enterprise Fund Budget-Indirect Costs from the General Fund Budget was Adopted. 8:39 PM 6/23/03

Voted: The Sewer Enterprise Fund Budget was Adopted.. 8:39 PM 6/23/03

Voted: Article 4, the Budget as a whole, to Raise & Appropriate \$69,468,483.00 was Adopted. 8:40 PM 6/23/03

Chief Assessor, Finance Director, Treasurer, Town Manager, Board of Selectmen, and Finance Committee: Pursuant to Section 15A, Chapter 41, Massachusetts General Laws, I hereby certify to the funds appropriated at the Annual Town Meeting, convened by proper Warrant on May 5, 2003.

**APPROPRIATION CERTIFICATE – 2003 ANNUAL TOWN MEETING
MAY 5 & 7 AND JUNE 23, 2003**

ARTICLE	RAISE & APPROPRIATE	TRANSFER FROM	BORROW
3-8. Reduce the Current Tax Levy.		\$ 1,616,574.00	From E & D Account
4. FY04 Budget	\$ 68,880,511.00		
5. FY04 Budget Additional Funding		600,000.00	From Overlay Surplus
TOTAL RAISE & APPROPRIATE:	\$ 68,880,511.00		
TRANSFER E & D ACCOUNT:		\$ 1,616,574.00	
TRANSFER FROM OVERLAY SURPLUS		\$ 600,000.00	
TOTAL TRANSFERS:		\$ 2,216,574.00	

**APPROPRIATION CERTIFICATE – FISCAL 2004
RECAPITULATION**

TAX LEVY (Total Raise & Appropriate)	\$ 68,880,511.00
REDUCE TAX LEVY (Article 3-8 Transfer from E&D)	\$ 1,616,574.00
NET TAX LEVY	\$ 67,263,937.00
From OVERLAY SURPLUS ACCOUNT (Additional Funding for FY04 Budget)	\$ 600,000.00
From E&D to Reduce Tax Levy	\$ 1,616,574.00
TOTAL APPROPRIATION	\$ 69,480,511.00

ATTEST:

ELIZABETH A. CAREY, CMC, CMMC
TOWN CLERK

ARTICLE 5

To see if the Town will vote to transfer \$600,000 from the overlay surplus account to fund the FY04 budget or take any other action relative thereto.

Town Manager

Executive Summary: The town puts aside an amount each year to pay taxpayers who have received an abatement. The amount transferred represents the amount that will no longer be required as determined by the Board of Assessors.

Motion: The Finance Committee motioned to Table Article 5 until June 23, 2003 and this motion was Adopted.

8:39 PM 5/5/03

Motion: Finance Committee Chairman, Ray Shaw, motioned to Remove Article 5 from the Table.

Voted: Article 5 was Removed from the Table.

8:40 PM 6/23/03

Motion: The Finance Committee motioned to Adopt Article 5 and Transfer \$600,000.00 from the Overlay Surplus Account for the purpose of Article 5.

Voted: Article 5 was Adopted, per the Finance Committee's Recommendation.

8:41PM 6/23/03

ARTICLE 6

To see if the town will vote to amend the Personnel By-Laws by placing the following positions in the Pay Classification Plan – Group A:

Assistant Library Director
Accountant
Collector
Town Engineer
Treasurer

Or take any other action relative thereto.

Town Manager

Executive Summary: This article re-aligns these positions into an employee group of similar positions and there is no change in the position's pay scale.

Motion: The Finance Committee motioned to Adopt Article 6 and this motion was Adopted.
Article 6 was Adopted.

8:40 PM 5/5/03

ANY ARTICLES VOTED TO BE REMOVED FROM THE CONSENT CALENDAR SHALL BE RESTORED TO ITS ORIGINAL NUMBERED PLACE IN THE WARRANT.

ARTICLE 3-7	
ARTICLE 3-8	Hold/Debate
ARTICLE 3-9	
ARTICLE 3-10	
ARTICLE 3-11	Hold/Debate
ARTICLE 3-12	Hold/Debate
ARTICLE 3-13	Hold/Debate
ARTICLE 3-14	Hold/Debate
ARTICLE 3-15	Hold/Debate

SECTION 3 (Lottery System)

Article 16	Town By-Law	Amend Section 12.04.050
Article 17	Town By-Law	Amend Add New Section 3.04.015
Article 18	Zoning By-Law	Amend Section 8323 c. 4
Article 19	Zoning By-Law	Amend Section 5411
Article 20	Zoning By-Law	Amend Section 5412
Article 21	Zoning By-Law	Add New Section 2318
Article 22	Zoning By-Law	Add Section 5500 and Delete 5370-5376
Article 23	Zoning By-Law	Amend Appendix D (Battle's Estate)
Article 24	Zoning By-Law	Amend Appendix D (former Met Life property)
Article 25	Zoning By-Law	Amend Appendix D (East St. near Shawsheen St.)
Article 26	Zoning By-Law	Amend Appendix D (Cooney's Land on Livingston St.)
Article 27	Zoning By-Law	Rezone (Map 63 Lots 51 & 52, Map 77 Lots 2 & 20)
Article 28	Zoning By-Law	Rezone (Map 73 Lot 3)
Article 29	Zoning By-Law	Add New Section 8000
Article 30	General Article	Increase Tax exemption
Article 31	General Article	Accept Sanitary Sewer Line/Pump Stations

ARTICLE 16

To see if the Town will vote to amend the Town By-Laws, Section 12.04.050, Placing obstruction prohibited; as follows:

Delete current section 12.04.050:

No persons other than an employee in the service of the Town or an employee in the service of an independent contractor acting for the Town shall place or cause to be placed any obstruction which include, but not limited to, the depositing of snow, ice or the pumping of water on any traveled public way, any sidewalk or snow on fire hydrant so as to impede the flow of traffic or hinder the snow plowing operation on such public way or allow the same to remain there without first obtaining the consent in writing of the superintendent of public works. Such obstruction shall not include rubbish and recyclable materials put out for collection. The Police Department will be the sole enforcing agency of this By-Law.

Whoever violates this section shall be punished by a fine:

First Offense –	\$ 25.00
Second Offense -	\$ 30.00
Third & Subsequent Offense -	\$100.00

Add new section 12.04.050:

No persons other than an employee in the service of the Town or an employee in the service of an independent contractor acting for the Town shall place or cause to be placed any obstruction which include, but not be limited to, the depositing of snow, ice, or the pumping of water on any traveled public way or sidewalk so as to impede the flow of traffic; or hinder the snow plowing operation on such public way; or deposit snow near or on any fire hydrant so as to obstruct the access to the fire hydrant; or allow the same to remain there without first obtaining the consent in writing of the superintendent of public works. All basketball hoops or other recreational equipment located on any right of ways used by vehicular traffic shall be removed for the time period effective November 1st of each year until April 1st of the following year. Such obstruction shall not include rubbish and recyclable materials put out for collection. The Police Department will be the sole enforcing agency of this By-Law.

Whoever violates this section shall be punished by a fine:

First Offense	Written Warning
Second Offense	\$ 50.00
Third & Subsequent Offense	\$100.00

Or take any other action relative thereto.

Department of Public Works Superintendent

Executive Summary: This article clarifies the previous wording of the article and adds basketball hoops and recreational equipment because they are difficult to see when it is snowing and are capable of damaging the plows and the plow side mirrors.

Motion: The Finance Committee motioned to Amend Article 16, and Adopt Article 16, as Amended.

Voted: The Finance Committee's Amendment was Adopted.
Article 16 was Adopted, as Amended.

8:10 PM 5/7/03
8:10 PM 5/7/03

AMENDMENT: Under violations, First Offense, Written Warning.

ARTICLE 17

To see if the Town will vote to amend the Town By-Laws, Chapter 3.04, Revenue and Finance, by adding a new section 3.04.015, Demand fee which allows the town to add a demand fee to water and sewer bills that remain unpaid fourteen (14) days after the due date. Or take any other action relative thereto.

Town Manager

Executive Summary: Passage of this article would allow the town to add a demand fee to unpaid water and sewer bills. Demand fees are currently added to unpaid real estate, personal property and motor vehicle excise bills.

Motion: The Finance Committee motioned to Adopt Article 17, as Amended by the Town Manager.

Voted: The Town Manager's Amendment was Adopted.
Article 17 was Adopted, as Amended.

8:08 PM 5/7/03
8:08 PM 5/7/03

AMENDMENT: I move to amend Article 17 by deleting all words in the first sentence beginning at the Words "Demand Fee" and replacing them with the following:

Demand Fee. The Town shall charge a fee for the demand notice on all water bills and sewer bills which are not paid within fourteen (14) days after the due date.

ARTICLE 18

To see if the Town will vote to amend Section 8323. c. 4 of the Town Zoning Bylaw by adding the following as the last sentence of the section.

The Planning Board may allow for a reduction of this separation based upon the submittal of sufficient information so long as it would not exceed the requirements of the Department of Environmental Protection's Stormwater Management Policy in effect at the time of the application.

Planning Board

Executive Summary: In implementing the recently passed groundwater protection district, a situation has arose where the Bylaw could be contradictory to existing Stormwater Management Policies, this article takes into account the governing policy at time of the application.

Motion: The Planning Board motioned to Adopt Article 18.

Voted: Article 18 was Adopted. 13 YES, -0- NO Unanimous Vote

10:02 PM 5/7/03

ARTICLE 19

To see if the Town will vote to Amend Section 5411 of the Town Zoning Bylaw so that the Section reads as follows:

5411. In the Commercial and R40 District where a business or industrial use abuts a residential district, a landscape buffer up to a minimum of 20 feet in depth designed to mitigate the impact of the business or industrial use on abutting residential districts may be required by the Planning Board between the business or industrial use and the residential district, and that this provision shall be construed to regulate lots across a public way from lots located in the R40 or R80 Zone.

Planning Board

Executive Summary: This article changes the landscape buffer requirement to regulate lots across a public way from R40 or R80 Zones.

Motion: The Planning Board motioned to Adopt Article 19.

Voted: Article 19 was Adopted. 12 YES, -0- NO Unanimous Vote.

10:00 PM 5/7/03

ARTICLE 20

To see if the Town will vote to Amend Section 5412 of the Town Zoning Bylaw so that the Section reads as follows:

5412. In the Heavy Industry District where a business or industrial use abuts a residential district, a landscape buffer of a minimum of 30 feet up to a maximum of 60 feet in depth designed to mitigate the impact of the business or industrial use on abutting residential districts shall be required by the Planning Board between the business or industrial use and the residential district, and that this provision shall be construed to regulate lots across a public way from lots located in the R40 or R80 Zone.

Planning Board

Executive Summary: This article changes the landscape buffer requirement to regulate lots across a public way from R40 or R80 Zones.

Motion: The Planning Board motioned to Adopt Article 20.

Voted: Article 20 was Adopted. 22 YES, -0- NO Unanimous Vote.

8:06 PM 5/7/03

ARTICLE 21

To see if the Town will vote to Amend Section 2300 of the Town Zoning Bylaw by adding a new Section 2318 as follows:

2318 District Boundaries for Residential Districts. Where a district boundary for a residential district; R40, MFD, MFD/55 or other residential use district, abuts a Heavy Industrial or Commercial District, and is adjacent to a public or private way, that way shall be deemed part of the residential district for the determination of applicable provisions of the zoning bylaws, such as, but not limited to, Section 4000 and 5400.

Planning Board

Executive Summary: This article provides that where a way, either public or private, separates a residential district from a Heavy Industrial or Commercial District, the residential district extends across said way for the determination of applicable provisions of the zoning bylaws.

Motion: The Planning Board motioned to Withdraw Article 21 and this motion was Adopted.

8:05 PM 5/7/03

Voted: Article 21 was Withdrawn.

ARTICLE 22

To see if the Town will vote to amend the Tewksbury Zoning Bylaws by adding Section 5500 Earth Moving and Clearing of Property and by adding new items within the Tewksbury Zoning Bylaws, Definitions as follows and deleting Sections 5370 -5376:

5500. EARTH MOVING AND CLEARING OF PROPERTY

5510. General. The Regulated Activity shall mean earth moving and/or clearing **and grubbing**. **The Regulated Activity** shall be performed only in accordance with Sections 5520 through 5534, except that the following shall be exempted from these provisions:

5511. Earth moving of less than five hundred (500) cubic yards of material or clearing activity which disturbs an area less than 20,000 square feet within any twelve (12) month period.

5512. The Regulated Activity on a parcel for which removal was authorized pursuant to a permit duly issued by the Town of Tewksbury prior to adoption of Section 5500 may continue until the expiration date of said permit, or for eighteen (18) months, whichever is the greater, provided that all bylaws, permits and conditions applicable prior to the adoption of this Section shall be complied with. Subsequent to such date, full compliance with all the requirements of Section 5500 must be met.

5513. Clearing on property that has received an approved Forest Cutting Plan developed by a certified forester and approved by the Massachusetts Department of Environmental Management.

Special Permit or Approval.

5521. Earth moving of five hundred (500) cubic yards or more of material or clearing activity which disturbs an area of 20,000 square feet or more and less than one (1) acre within any twelve (12) month period, shall be allowed only under a Building Permit issued by the Building Commissioner.

5522. Earth moving of more than one thousand (1,000) cubic yards of material or clearing activity which disturbs an area of one (1) acre or more within any twelve (12) month period, shall be allowed only under a Special Permit issued by the Planning Board or by approval of the Planning Board in case of a subdivision, a copy of which shall be forwarded forthwith to the Conservation Commission and Town Engineer. The following shall be conditions for such issuance:

5523. The Regulated Activity shall be granted only upon demonstration that adequate provisions have been made to protect against erosion, soil instability, uncontrolled surface water runoff, or other environmental degradation. All such slopes exceeding 15% which result from site grading or construction activities shall either be covered with topsoil to a depth of at least four (4) inches and planted with vegetative cover sufficient to prevent erosion or be retained by a wall constructed of masonry, reinforced concrete or treated pile or timber. Applications and plans for such special permits shall be forwarded forthwith to the Conservation Commission and Town Engineer.

5524. The application shall be accompanied by a plan showing all natural and man-made features, including wetlands, water courses, 100 year flood plain, property lines, names and addresses of all abutters, including those across any street or way, topography at two (2) foot contour interval of the site and all land within one hundred (100) feet of the area of the Regulated Activity together with any grades below or above which finish surface will now lie, and the proposed cover vegetation and trees. The application shall include a description of earth moving, clearing or construction activities, in sequence, which specifies the expected date of soil stabilization, vegetation and completion. If involving more than one (1) acre of clearing, the plan shall be prepared by a Registered Landscape Architect. If involving more than five hundred (500) cubic yards of materials to be moved, the plan shall be prepared by a Registered Engineer.

5525. A performance bond in the amount determined by the Planning Board shall be posted in the name of the Town assuring satisfactory performance in the fulfillment of the requirements of this Bylaw and such other conditions as the Planning Board may impose conditions to the issuance of its permit.

5526. Before granting a permit, the Planning Board shall give due consideration to the location of the proposed Regulated Activity, to the general character of the neighborhood surrounding such location, to the protection of water supply, to the general safety of the public on the public ways in the vicinity, and to the recommendations of the Conservation Commission and Town Engineer.

5527. Inspection and Compliance. In order to ensure compliance with a Special Permit or approval granted under this regulation, the Planning Board will require the applicant to perform periodic inspections and submit written reports. The interval and content of such inspection and reporting shall be determined during review of the application. Upon satisfactory completion of the Regulated Activity, the applicant shall provide an as-built plan signed by a Registered Landscape Architect or Registered Engineer as required by Section 5524. The Planning Board shall perform an inspection prior to releasing the performance bond or other security.

5530. Performance Standards for Regulated Activities

5531. Erosion control structures will be located no closer than 15 feet from an abutting property line and will be designed so as not to create point discharges onto abutting properties.

5532. Dust from all earthmoving activities shall be controlled.

5533. Earth materials shall not be deposited onto any roadways.

5534. Vegetative stabilization measures shall be employed during the Regulated Activity and construction activity as required by the approving authority. All perimeter dikes and slopes, basin or trap embankments shall be stabilized with sod, seed, anchored mulch within seven (7) days of disturbance. All other disturbed areas shall be stabilized with sod, seed and anchored mulch within fourteen (14) days after disturbing activities are ceased.

Topsoil shall be stripped from disturbed areas and stockpiled in an approved area and stabilized with a temporary vegetative cover if left more than fifteen (15) calendar days. Perimeter sediment controls shall be installed around stockpiled topsoil.

During cold weather months, when seeding and sodding may be impractical, anchored mulch shall be applied as approved.

DEFINITIONS:

And by inserting new definitions under Section 10000. Definitions, alphabetically as follows:

Clearing: The removal and/or cutting of trees, shrubs, bushes, or brush. Clearing shall also including grubbing.

Earth Moving: The moving within, removal from and/or addition to any lot or parcel of topsoil, borrow, rock, sod, loam, peat, humus, clay, sand, or gravel.

Grubbing: The removal of stumps and/or roots from the soil.

Planning Board

Executive Summary: This article replaces existing language in the bylaw with thresholds and performance standards for clearing and earth moving activities on sites.

Motion: The Planning Board motioned to Adopt Article 22.

Voted: Article 22 was Adopted. 14 YES, -0- NO Unanimous Vote.

9:59 PM 5/7/03

ARTICLE 23

To see if the Town will vote to Amend Appendix D of the Town Zoning Bylaw by adding the following:

Change from HI to R40 [Identified as Battle's Estate]

Beginning at a point 550', more or less, on North St. north of the intersection of Apple Hill Dr. and North St., thence north on North St. for a distance of 370', more or less, thence west along the northern boundary of land of Raytheon Co. for a distance of 535', more or less, thence southwest along boundary of land of Raytheon Co. for a distance of 765', more or less, thence northeast for a distance of 820', more or less, to the point of beginning.*

Planning Board

Executive Summary: To rezone above described property to its zoning district designation prior to Article 47 from the 1995 Annual Town Meeting. Map is attached showing property described in this article.

Motion: At 8:45 PM (5/7/03) the Planning Board motioned to Adopt Article 23, as Amended.

The Planning Board motioned to correct a scrivener's error.

Attorney Richard O'Neill motioned to Amend Article 23.

Mr. William Hurton motioned to Indefinitely Postpone Article 23.

A motion was made to Move the Question and this motion Failed. 32 YES, 70 NO

9:26 PM 5/7/03

A motion was made to Move the Question and this motion was Adopted.

9:42 PM 5/7/03

Voted: The motion to correct the scrivener's error was Withdrawn.

9:46 PM 5/7/03

Mr. Hurton motioned to Withdraw his motion for Indefinite Postponement and this motion was Adopted.

9:47 PM 5/7/03

Attorney O'Neill's motion to Amend Article 23 was unclear to the Moderator and the Moderator conducted a Standing Count.

Mr. O'Neill's Amendment was Adopted. 66 YES, 52 NO

9:45 PM 5/7/03

Article 23 was Adopted, as Amended. 104 YES, -0- NO Unanimous Vote.

9:51 PM 5/7/03

AMENDMENT:

To see if the Town will vote to amend the Town of Tewksbury Zoning Map, dated March 27, 2002, as described and amended in Appendix D of the Zoning Bylaw, and to further amend said Appendix D, section zz. of the Zoning Bylaw by deleting therefrom the following described parcel, and adding said described parcel to said Appendix D as a new Section sss.:

Change from HI to R40 a certain parcel of land containing 48,531 square feet, more or less, situated on North Street, in the Town of Tewksbury, Middlesex County, Massachusetts, being shown as Lot A on a plan entitled "Apple Hill Technology Park, Plan of Land in Tewksbury, Massachusetts, prepared for the Raytheon Company, Scale 1" = 100', dated October 15, 1997, prepared by

Martitage Engineering Associates, Inc. Civil – Environmental Engineers & Land Surveyors, 131 Main Street, Reading, MA 01867", bounded and described as follows:

Beginning at the intersection of the Westerly side of North Street and the Southeast corner of lot A as shown on the Plan;

Thence SOUTH 64° 07' 30" WEST by land of Raytheon Company being Lot B on the Plan 265.00 feet to a point;

Thence NORTH 26° 57' 13" WEST by Lot B 130.00 feet to a point;

Thence NORTH 20° 33' 56" EAST by Lot B 80.14 feet to a point;

Thence NORTH 64° 07' 30" EAST by land now or formerly of Joseph E. and Martha L. Morello 218.00 feet to a point;

Thence NORTH 64° 07' 30" EAST by land now or formerly of Joseph E. and Martha L. Morello 218.00 feet to a point;

Thence SOUTH 21° 42' 30" EAST by North Street 15.04 feet to a point;

Thence SOUTH 23° 20' 30" EAST by North Street 170.37 feet to the point of beginning.

*Distances and bearings scaled from Assessor's Maps.



Battle's Estate, North St.

_____ = Heavy Industry Boundary prior to 1995.

----- = Additional land zoned to Heavy Industry in 1995.

Reference: Assessor's Map 39 Lot 51, 6.88+/- acres.

ARTICLE 24

To see if the Town will vote to Amend Appendix D of the Town Zoning Bylaw by adding the following:

Change for HI to R40 [Identified as former Met Life property]

Beginning at a point 450', more or less, from North St. on the boundary of now or formerly Kaplan, thence north-northeast of 900', more or less, thence southeast for a distance of 260', more or less, thence southwest for a distance of 710', more or less, to the point of beginning. *

Change from HI to R40

Beginning at a point 1,680', more or less, southerly along the New England Power Co. land from the Tewksbury-Andover boundary line, thence along said land of NEPCO southwest a distance of 120', more or less, thence southeast along said land of NEPCO a distance of 155', more or less, thence north to the point of beginning. *

Change from R40 to HI

Beginning at a point along land of Met Life a distance of 350', more or less, from the northern boundary of Andover St., thence northeasterly along land of New England Power Co. a distance of 120', more or less, thence northwesterly a distance of 155', more or less, thence southerly a distance of 185', more or less to the point of beginning.*

Planning Board

Executive Summary: To rezone above described property to its zoning district designation prior to Article 47 from the 1995 Annual Town Meeting. Map is attached showing property described in this article.

Motion: The Planning Board motioned to Adopt Article 24.

Voted: Article 24 was Adopted. 25 YES, -0- NO Unanimous Vote.

9:51 PM 5/7/03

*Distances and bearings scaled from Assessor's Maps.



Former Met Life, Andover St.

- = Heavy Industry Boundary prior to 1995.
 - - - - = Additional land zoned to Heavy Industry in 1995.

*small triangle zoned to residential on right of HI line.

Reference: Assessor's Map 53 Lot 6, 1 acre,
 Partial Lot 29, 1+ acre,
 Partial Lot 27 and 30, ½ +/- acre.

ARTICLE 25

To see if the Town will vote to Amend Appendix D of the Town Zoning Bylaw by adding the following:

Change from HI to R40 [Identified as East St. Near Shawsheen]

That portion of Town beginning at the East St. and the intersection of land now or formerly of Pitts and land now or formerly of East St. Associates, thence southwest along East St. a distance of 34', more or less, thence northwest along land of East St. Assoc., a distance 225', more or less, thence northeast along land of East St. Assoc., a distance of 250', more or less, thence southeast a distance of 200' more or less, thence southwest along land of East St. Assoc. a distance of 125', more or less, thence southwest along land of East St. Assoc. to the point of beginning, a distance of 100' more or less.

And Change from HI to R40

Beginning at a point 200', more or less, from East St. along the land of East St. Assoc. and Brandon, thence southwest along land of East St. Assoc. to East St., a distance of 260', more or less, thence southwest along East St. a distance of 50', more or less, thence northwest along land now or formerly of Speliotis, a distance of 100', more or less, thence southwest along land of East St. Assoc. a distance of 150' more or less, thence northeast a distance of 375', more or less, to the point of beginning.

Planning Board

Executive Summary: To rezone above described property to its zoning district designation prior to Article 47 from the 1995 Annual Town Meeting. Map is attached showing property described in this article.

Motion: The Planning Board motioned to Adopt Article 25.

Voted: Article 25 was Adopted. 22 YES, -0- NO Unanimous Vote.

9:52 PM 5/7/03



East St., near Shawsheen St.

—— = Heavy Industry Boundary prior to 1995.
 - - - - = Additional land zoned to Heavy Industry in 1995.
 Reference: Assessor's Map 113 Partial Lot 10, 2 areas.

ARTICLE 26

To see if the Town will vote to Amend Appendix D of the Town Zoning Bylaw by adding the following:

Change from HI to Farming [Identified as Cooney's Land on Livingston St]

That portion of Town beginning at Livingston St. and the intersection of land now or formerly of Yee and land now or formerly of Cooney, thence southwest along land of Cooney to the B& M railroad line, a distance 1,260', more or less, thence west along the B&M railroad line to land of Pheasant Hunt Condos, a distance 735', more or less, thence northeast along land of Cooney and land of Brenden to Livingston St. a distance of 1,705', more or less, thence southeast along Livingston St. to the point of beginning, a distance of 880', more or less.

Planning Board

Executive Summary: To rezone above described property to its zoning district designation prior to Article 47 from the 1995 Annual Town Meeting. Map is attached showing property described in this article.

Motion: The Planning Board motioned to Amend Article 26 and Adopt Article 26, as Amended.

Voted: The Planning Board's Amendment was Adopted.
Article 26 was Adopted, as Amended.

17 YES , -0- NO Unanimous Vote.

9:56 PM 5/7/03

9:56 PM 5/7/03

AMENDMENT:

Delete:

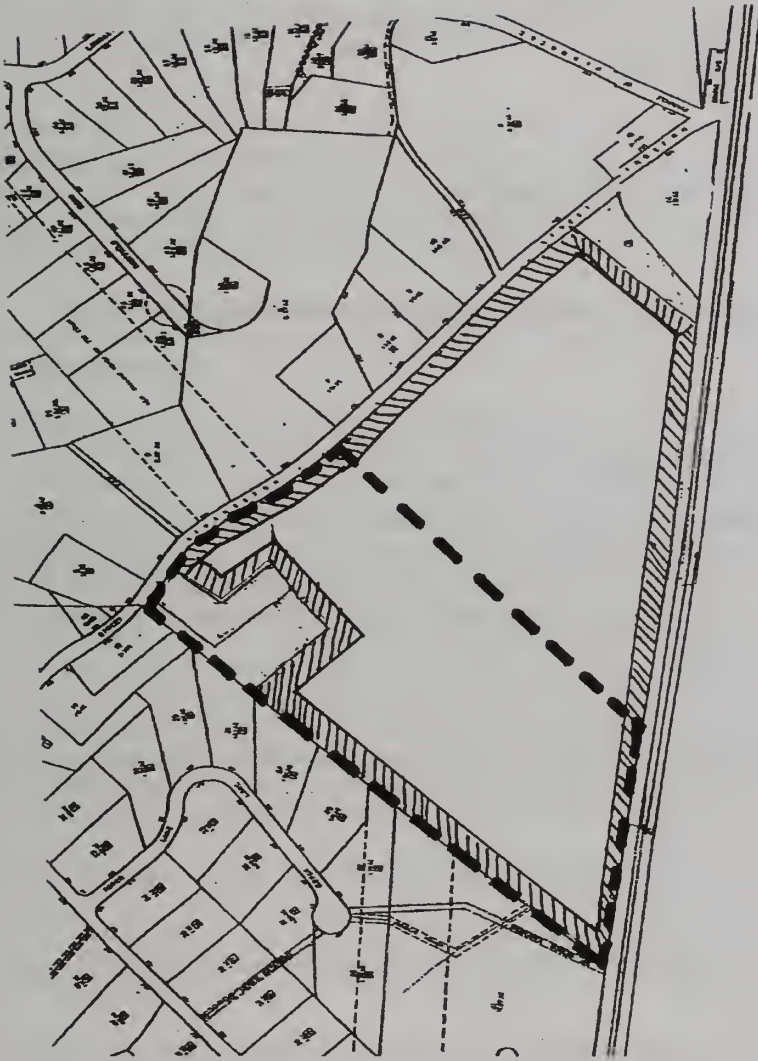
and land of Brenden to Livingston St. a distance of 1,705', more or less, thence southeast along Livingston St. to the point of beginning, a distance of 880', more or less.

Add:

a distance of 1300' more or less, thence southeast along land of Brenden (M63 L51) a distance of 295' more or less, thence northeast along land of Brenden and Cooney (M63 L51+52) a distance of 260' more or less, thence northwest along land of Cooney (M63 L52) a distance of 180' more or less, thence northeast along land of Cooney (M63 L52) a distance of 160' more or less to Livingston St., thence southeast along Livingston St. and land of Cooney (M77 L2+L20) a distance of 580' more or less to point of beginning.

Change from HI to R-40.

That portion of Town beginning at Livingston St. and the intersection of land now or formally of Brenden (M63 L51) and land of Shamas (M63 L18), thence southwest along land of Brenden a distance of 410' more or less, thence southeast along land of Brenden (M63 L51) a distance of 295' more or less, thence northeast along land of Brenden and Cooney (M63 L51+52) a distance of 260' more or less, thence northwest along land of Cooney (M63 L52) a distance of 180' more or less, thence northeast along land of Cooney (M63 L52) a distance of 160' more or less to Livingston St., thence northwest along land of Brenden and Cooney (M63 L51+52) a distance of 149' more or less, to point of beginning.



Cooney Land, Livingston St.

/////// = Land zoned to Farming in 1992.

----- = Land zoned to Heavy Industry (HI) in 1995.

Reference: Assessor's Map 63 Lots 51 & 52,
Assessor's Map 77 Lots 2 & 20, 19.5 +/- acres.

ARTICLE 27

To see if the Town will vote to re-zone properties located at Assessors Map 63, Lot 51; Assessors Map 63, Lot 52; Assessors Map 77, Lot 2; and, Assessors Map 77, Lot 20 from Heavy Industrial (HI) to Farming (FA); and, to amend the appropriate provisions of Appendix D. Zoning Map - Descriptions, of the Zoning Bylaw so as to reflect the aforementioned re-zoning change, and to thereafter show said change on the "Town of Tewksbury Zoning Map dated March 27, 2002" on file with the Town Clerk.

James F. Cooney and others

Executive Summary: The purpose of this Article is to re-zone the properties located at Assessors Map 63, Lot 51; Assessors Map 63, Lot 52; Assessors Map 77, Lot 2; and, Assessors Map 77, Lot 20 from Heavy Industrial (HI) to Farming (FA). These several properties were all formerly zoned Farming (FA) but in 1995 were re-zoned by the Annual Town Meeting to Heavy Industrial (HI). This re-zoning was done without the knowledge or consent of the owners of these several properties.

Motion: Attorney Richard O'Neill acting on behalf of the Petitioner, James F. Cooney, motioned to Withdraw Article 27.

Voted: Article 27 was Withdrawn.

9:57 PM 5/7/03

ARTICLE 28

To see If the Town will vote to re-zone Southwest portion of the property located at Assessors Map 73, Lot 3; the Northeast portion of the property located at Assessors Map 73, Lot 3; and, a certain portion of Villa Roma Drive, all as described below, from Residential (R-40) to Commercial (COMM); and, to amend the appropriate provisions of Appendix D, Zoning Map - Descriptions, of the Zoning Bylaw so as to reflect the aforementioned re-zoning change, and to thereafter show said change on the "Town of Tewksbury Zoning Map dated March 27, 2002" on file with the Town Clerk.

Said property being more fully described as follows:

Beginning at a point, lying westerly 291' parallel with the westerly line of State Highway RTE 38, said point being the northeasterly corner of the herein described parcel of land;
Thence, S 39° 08'39" W distance of 137.78 feet to a point;
Thence, N46° 16'40" W distance of 200.00 feet to a point;
Thence, S39° 11'17" W distance of 320.00 feet to a point;
Thence, S45° 47'43" E distance of 244.78 feet to a point;
Thence, N44° 12'17" E distance of 90.00 feet to a point;
Thence, S45° 47'43" E distance of 156.23 feet to a point;
Thence, S10° 51'25" E distance of 340.85 feet to a point;
Thence, N34° 08'35" E distance of 457.62 to a point;
Thence, N31° 08'25" W distance of 391.68 feet to a point;
Thence, along a curve to the right having a radius of 709.94 feet, and a length of 63.12 feet;

To the POINT OF BEGINNING.

The above described parcels are shown on a plan entitled, "Proposed Zoning Change Plan, Main Street (Rte 38), Tewksbury, Massachusetts"; prepared for New England Diversified, Inc., 2 Lan Drive Westford, Massachusetts; prepared by Cuoco & Cormier Engineering Associates, Inc., 170 Main Street, Unit 112, Tewksbury, Massachusetts; dated February 28, 2003, said plan on file with the office of the Town Clerk and the office of the Planning Board.

Charles Luria and others

Executive Summary: The purpose of this Article is to re-zone the Southwest portion of the property located at Assessors Map 73, Lot 3; the Northeast portion of the property located at Assessors Map 73, Lot 3; and, a certain portion of Villa Roma Drive, all as described below, from Residential (R-40) to Commercial (COMM).

Motion: The Planning Board motioned to Adopt Article 28.
Attorney O'Neill asked to correct a scrivener's error.

In the 3rd paragraph, (To the POINT OF BEGINNING) change the date February 28th to February 18th to conform to the Town's Zoning Map. The Moderator seeing no objection from the Assembly, accepted the correction.

Voted: The Planning Board motioned to Adopt Article 28.
Article 28 was Adopted, as Corrected. 18 YES, -0- NO Unanimous Vote 8:15 PM 5/7/03

ARTICLE 29

To see if the Town will vote to amend the Zoning Bylaw by adding thereto a new Section 8000, Interstate Overlay District:

INTERSTATE OVERLAY DISTRICT

Section 8400. INTERSTATE OVERLAY DISTRICT

8401. Purpose. The purpose of this Overlay District is to provide for the controlled development and utilization of those portions of land located within the Town of Tewksbury that are intersected by roadways that are part of the Federal Interstate Highway System.

8402. Scope of Authority. The Interstate Overlay District is an overlay district that may be superimposed on all Commercial (COM) and Heavy Industrial (HI) zoning districts. All uses permitted in the Commercial (COM) or Heavy Industrial (HI) Districts shall be allowed in the Interstate Overlay District upon the issuance of a Special Permit from the Planning Board. The following additional uses shall also be allowed in the Interstate Overlay District upon the issuance of a Special Permit from the Planning Board: (a) Automotive Refueling Station and accessory uses incidental thereto; (b) Car Wash; and, (c) Garaging and Towing of Motor Vehicles.

In implementing the provisions of this Section 8000, the Planning Board may approve pursuant to the provisions of this Section 8000, not more than one (1) additional Special Permit for the operation of an Automotive Refueling Station during any subsequent calendar year, January 1 - December 31. Such approvals shall be in addition to those Automotive Refueling Stations (a/k/a Gas Stations) existing on the effective date of this Zoning Bylaw that are authorized by Special Permit or do otherwise exist on said date as an authorized grand-fathered use. The establishment of this limitation shall not be deemed to impair or prevent the renewal of any license, special permit, or other governmental approval necessary to operate and maintain an Automotive Refueling Station use granted prior to the effective date of this Section 8000.

8410. Location. The Interstate Overlay District shall be defined as follows:

1. That portion of the Town of Tewksbury (a) situated within a one half (½) mile radius of a circle, the radius point of which is the intersection of the Massachusetts Highway Department layout of Route Interstate Route 93 and Dascomb Road, in Andover.
2. That portion of the Town of Tewksbury situated within a one quarter (¼) mile radius of a circle, the radius point of which is the intersection of the Massachusetts Highway Department layout of Route 38 (Main Street) and Interstate Route 495.

8411. In the event that the location of a boundary in relation to a particular parcel is in doubt, resolution of boundary disputes shall be through a Special Permit application to the Special Permit Granting Authority (SPGA). Any application for a special permit for this purpose shall be accompanied by adequate documentation.

8420. Dimensional Regulations.

- 8421.** The minimum front-yard setback for all buildings in the Interstate Overlay District shall be fifty (50) feet.
- 8422.** The minimum side and rear-yard setbacks for all buildings in the Interstate Overlay District shall be thirty (30) feet except where said lot(s) abut(s) an R40 or R80 Zone in which case the side and rear-yard setbacks shall be fifty (50) feet minimum; provided, however, that this provision shall not be construed to regulate lots across a public way from lots located in the R40 or R80 Zone.
- 8423.** The minimum lot area in the Interstate Overlay District is 1.0 acre.
- 8424.** The minimum frontage in the Interstate Overlay District is 150 feet.

8425. Maximum building height and maximum number of stories permitted in the Interstate Overlay District is thirty-five (35) feet in height and two and one-half (2.5) stories. Structures may be allowed in excess of thirty-five (35) feet and two and one-half (2.5) stories upon the issuance of a Special Permit from the Planning Board. In no event shall a Special Permit be issued for structures in excess of sixty (60) feet or five (5) stories.

8426. Maximum building coverage permitted in the Interstate Overlay District shall not exceed 35% of the lot.

8427. More than one principal nonresidential structure may be erected on a lot in the Interstate Overlay District, pursuant to a Special Permit issued by the Planning Board in accordance with Section 9300 and the following conditions:

- (a) No principal building shall be located in relation to another principal building on the same lot, or on an adjacent lot, so as to cause danger from fire;
- (b) All principal buildings on the lot shall be served by access ways suitable for fire, police, and emergency vehicles;
- (c) All of the multiple principal buildings on the same lot shall be accessible via pedestrian walkways connected to the required parking for the premises, and to each principal building.

8428. Parking And Loading Requirements. Parking and loading requirements shall be in conformance with the provisions of Sections 5100-5180 and Appendix C.

8429. Signs. Sign requirements shall be in accordance with the provisions of Sections 5200-5290.

8430. Environmental Performance Standards. Environmental Performance Standards shall be in conformance with the provisions of Sections 5300-5270.

Dominic Germano and others

Executive Summary: The purpose of this Overlay District is to provide for the controlled development and utilization of those portions of land located within the Town of Tewksbury that are intersected by roadways that are part of the Federal Interstate Highway System.

The Interstate Overlay District is an overlay district that may be superimposed on all Commercial (COM) and Heavy Industrial (HI) zoning districts. All uses permitted in the Commercial (COM) or Heavy Industrial (HI) Districts shall be allowed in the Interstate Overlay District upon the issuance of a Special Permit from the Planning Board. The following additional uses shall also be allowed in the Interstate Overlay District upon the issuance of a Special Permit from the Planning Board: (a) Automotive Refueling Station and accessory uses incidental thereto; (b) Car Wash; and, (c) Garaging and Towing of Motor Vehicles.

The Interstate Overlay District created by this Article are defined as follows:

1. That portion of the Town of Tewksbury (a) situated within a one half (½) mile radius of a circle, the radius point of which is the intersection of the Massachusetts Highway Department layout of Route Interstate Route 93 and Dascomb Road, in Andover.
2. That portion of the Town of Tewksbury situated within a one quarter (¼) mile radius of a circle, the radius point of which is the intersection of the Massachusetts Highway Department layout of Route 38 (Main Street) and Interstate Route 495.

Motion: The Planning Board motioned to Amend Article 29 and Adopt Article 29, as Amended.
Attorney Richard O'Neill motioned to Amend Article 29.
Selectman, Joseph Gill, motioned to Indefinitely Postpone Article 29.

A motion was made to Move the Question and this motion was Adopted.

8:36 PM 5/7/03

Voted: Attorney O'Neill's Amendment was Adopted.
The Planning Board's Amendment was Adopted.
Selectman Joseph Gill's motion for Indefinite Postponement Failed.
The Planning Board's motion to Adopt Article 29, as Amended, was Adopted.
99 YES, 32 NO (2/3's required vote: 88)
Article 29 was Adopted, as Amended.

8:39 PM 5/7/03

8:40 PM 5/7/03

8:41 PM 5/7/03

8:45 PM 5/7/03

AMENDMENT: (Attorney O'Neill's)

To see if the Town will vote to amend the Zoning Bylaw by adding thereto a new Section 8000, Interstate Overlay District:

INTERSTATE OVERLAY DISTRICT

Section 8400. INTERSTATE OVERLAY DISTRICT

8401. Purpose. The purpose of the Overlay District is to provide for the controlled development and utilization of those portions of land located within the Town of Tewksbury that are intersected by roadways that are part of the Federal Interstate Highway System.

8402. Scope of Authority. The Interstate Overlay District is an overlay district that may be superimposed on all Heavy Industrial (HI) zoning districts. All uses permitted in the Heavy Industrial (HI) District shall be allowed in the Interstate Overlay District upon the issuance of a Special Permit from the Planning Board. The following additional uses shall also be allowed in the Interstate Overlay District upon the issuance of a Special Permit from the Planning Board: (a) Automotive Refueling Station and accessory uses incidental thereto; (b) Car Wash; and, (c) Garaging and Towing of Motor Vehicles.

In implementing the provisions of this Section 8000, the Planning Board may approve pursuant to the provisions of this Section 8000, not more than one (1) additional Special Permit for the operation of an Automotive Refueling Station during any subsequent calendar year, January 1 – December 31. Such approvals shall be in addition to those Automotive Refueling Stations (a/k/a Gas Stations) existing on the effective date of this Zoning Bylaw that are authorized by Special Permit or do otherwise exist on said date as an authorized grand-fathered use. The establishment of this limitation shall not be deemed to impair or prevent the renewal of any license, special permit, or other governmental approval necessary to operate and maintain an Automotive Refueling Station use granted prior to the effective date of this Section 8000.

8410. Location. The Interstate Overlay District shall be defined as follows:

1. That portion of the Town of Tewksbury (a) situated within a one half (1/2) mile radius of a circle, the radius point of which is the intersection of the Massachusetts Highway Department layout of Route Interstate Route 93 and Dascomb Road, in Andover.
2. That portion of the Town of Tewksbury situated within a one quarter (1/4) mile radius of a circle, the radius point of which is the intersection of the Massachusetts Highway Department layout of Route 38 (Main Street) and Interstate Route 495.

8411. In the event that the location of a boundary in relation to a particular parcel is in doubt, resolution of boundary disputes shall be through a Special Permit application to the Special Permit Granting Authority (SPGA). Any application for a special permit for this purpose shall be accompanied by adequate documentation

8420. Dimensional Regulations.

8421. Dimensional Regulations. All dimensional regulations in the Interstate Overlay District shall be in accordance with the provisions of Section 4000, Dimensional Regulations and Appendix B.

8430. General Regulations

8431. Parking and Loading Requirements. Parking and loading requirements shall be in accordance with the provisions of Section 5100 and Appendix C.

8432. Signs. Sign requirements shall be in accordance with the provisions of Section 5200.

8433. Environmental Performance Standards. Environmental Performance Standards shall be in accordance with the provisions of Section 5300.

8440. Landscaping, Screening and Buffer Requirements

8441. All landscaping, screening and buffer Requirements in the Interstate Overlay District shall be in accordance with the provisions of Section 5400, Landscaping, Screening And Buffer Requirement.

AMENDMENT: (Planning Board)

Add:

8450. Site Design

8451. Applicants requesting to sell Diesel Fuel shall provide:

Site Design and signage standards including but not limited to: low canopies and slow rate pumps for the sale of diesel fuel, 'No Tractor Trailer Service' signs, and on site landscaping and parking designed to deter and exclude sale of diesel fuel to TRACTOR TRAILERS in combination as approved by the Planning Board.

ARTICLE 30

To see if the Town will vote to adopt a higher maximum qualifying gross receipts amount of \$40,000 for tax exemption under Massachusetts General Laws Chapter 59, Section 5, Cl. 41A which allows for residents age 65 or over who meet certain residency requirements and income requirements to enter into a tax deferral and recovery agreement with the Board of Assessors. Or take any other action relative thereto.

Board of Assessors

Executive Summary: If adopted this would increase the maximum allowable gross receipts amount from \$20,000 to \$40,000 to qualify for the tax deferral and recovery program.

Motion: The Finance Committee motioned to Adopt Article 30.

Voted: Article 30 was Adopted.

8:16 PM 5/7/03

ARTICLE 31

To see if the Town will vote to accept a sewer line and sewer pump station known as Wal-Mart Sewer constructed by Wal-Mart and to authorize the Town Manager to acquire any fee, easement or other interest in land as shown on a plan entitled "Proposed Sewer" prepared by Sumner, Schein Architects and Engineers, Inc. dated January 23, 1995, necessary therefor, whether by eminent domain, purchase gift or otherwise, or take any other action relative thereto.

Town Manager

Executive Summary: The purpose of this article is to take over ownership and responsibility for the sewer pump station and sewer line for maintenance. This acceptance would be in the best interest of the residents in the Wal-Mart area.

Motion: The Finance Committee motioned to Adopt Article 31.

Voted: Article 31 was Adopted.

8:16 PM 5/7/03

ATTEST:

Elizabeth A. Carey, CMC, CMMC
Town Clerk

Special Town Meeting

MAY 7, 2003

Tewksbury Memorial High School
320 Pleasant Street
May 7, 2003

Moderator James Coakley opened the May 7, 2003, Special Town Meeting at 7:00 PM

There were 222 registered voters and 26 visitors in attendance.

Finance Committee Chairman, Ray Shaw, motioned to Waive the Reading of the Warrant Articles and this motion was Adopted.
7:01 PM 5/7/03

ARTICLE 1

To see if the Town will vote to amend Article 4 of the May, 2002 Annual Town Meeting for the purpose of reducing the following FY03 budget appropriations, or take any action relative thereto:

GENERAL GOVERNMENT

Town Manager Salaries	\$ 2,000
Administrative Services Salaries	\$ 8,000
Town Clerk Salaries	\$ 5,000

FINANCE DEPARTMENT

Accounting Salaries	\$ 10,000
Assessor Salaries	\$ 3,000

FACILITIES

Town Hall Salaries	\$ 7,000
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LIBRARY

Salaries	\$ 40,000
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PLANNING AND DEVELOPMENT

Planning Salaries	\$ 8,000
Building Salaries	\$ 10,000
Board of Health Salaries	\$ 4,000

PUBLIC SAFETY

Police Salaries	\$ 13,000
Fire Salaries	\$ 10,000

SCHOOL DEPARTMENT

Operating	\$140,000
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PUBLIC WORKS

Department of Public Works Salaries	\$ 20,000
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Total Reduction in FY03 Budget	<u>\$280,000</u>
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Town Manager

Executive Summary: In January, 2003 the Town was notified that our FY03 Local Aid received from the state would be reduced by approximately \$280,000. The original FY03 budget, as presented at the May, 2002 Annual Town Meeting, was developed on the premise that all of the state aid would be received. The budget reductions above are necessary to ensure that the Town appropriations do not exceed available revenues.

The Finance Committee requested that a scrivener's error be corrected and the Moderator, seeing no objection from the Assembly, corrected the scrivener's error.

Correction: Under General Government after Administrative Services and Town Clerk add the word **Salaries**.

Motion: The Finance Committee motioned to Adopt Article 1, as Corrected.

Voted: Article 1 was Adopted, as Corrected.

5/7/03 7:01 PM

ARTICLE 2

To see if the Town will vote to transfer the sum of \$3,392.75 from the unexpended balance of \$250,000 bonds issued for installing sanitary sewers and appurtenances on sections of River Road and Chandler Street under Article 2 of the October, 1994 Special Town Meeting to Article 1 of the October, 2002 Special Town Meeting for the design, construction and supervision of construction of sanitary sewers and their appurtenances in the Town of Tewksbury.

Town Manager

Executive Summary: In accordance with Massachusetts General Law Chapter 44 Section 20, unspent borrowing proceeds may be transferred from a project that is complete to another project for which funds may be borrowed for an equal or longer period of time than that for which the original loan, including temporary debt, was issued. The River Road/Chandler Street sewer installation project was completed in 1997. This article will transfer the remaining funds to the master sewer project.

Motion: The Finance Committee motioned to Adopt Article 2 and Transfer \$3,392.75 for the purpose of Article 2.

Voted: Article 2 was Adopted per the Finance Committee's recommendation.

5/7/03 7:02 PM

ARTICLE 3

To see if the Town will vote to amend **and Transfer** the actions taken by the Town under Article 12 of the Warrant at the 2001 Annual Town Meeting (which authorized the borrowing of \$360,000 for sewer improvements in the Greenmeadow Dr area of Town) and under Article 7 of the Warrant at the 2002 Annual Town Meeting (which authorized the borrowing of \$256,000 for sewer improvements in the Seneca and Navillus Road Areas of Town), so as to permit in each case the expenditure of the funds authorized to be borrowed and expended pursuant to such votes to pay costs associated with the Town's Master Sewer Project which was approved by vote of the Town under Article 1 of the Warrant at the October, 2002 Special Town Meeting, or to take any other action relative thereto.

Town Manager

Executive Summary: This article will combine funds previously voted for sewer projects in the Greenmeadow Dr area and the Seneca/Navillus Road area into the Master Sewer Project so that the sewer lines for these roads are constructed as part of the Master Sewer Project.

Motion __. That the actions of the Town taken under Article 12 of the Warrant at the 2001 Annual Town Meeting (which authorized the borrowing of \$360,000 for sewer improvements in the Greenmeadow Dr area of Town) and under Article 7 of the Warrant at the 2002 Annual Town Meeting (which authorized the borrowing of \$256,000 for sewer improvements in the Seneca and Navillus Road Areas of Town), are hereby amended so as to permit in each case, the expenditure of the funds authorized to be borrowed and expended pursuant to such votes to pay costs associated with the Town's Master Sewer Project which was approved by vote of the Town under Article 1 of the Warrant at the October, 2002 Special Town Meeting.

Motion: The Finance Committee motioned to Amend Article 3 and Adopt, as Amended.

Voted: The Finance Committee's Amendment was Adopted.
Article 3 was Adopted, as Amended.

5/7/03 7:03 PM

5/7/03 7:03 PM

AMENDMENT: On the first line of Article 3, after the word "amend" add the words "and Transfer".

ARTICLE 4

To see if the Town will vote to appropriate the sum of \$346,000 or some other amount, for the purpose of paying costs of making improvements to the Town's water system, including the payment of all other costs incidental and related thereto and to determine

whether such amount should be raised by taxation, by transfer from available funds, by borrowing or by any combination of the foregoing, or to take any other action relative thereto.

Town Manager

Executive Summary: This article will allow the Town to transfer funds from completed water projects and borrow funds for the replacement of water mains throughout the Town of Tewksbury in conjunction with the sewer construction program.

Motion __: That the Town hereby appropriates the sum of \$346,000 to pay costs of making improvements to the Town's water system, and for the payment of all other costs incidental and related thereto, and that to meet this appropriation, (i) the sum of \$85,000 is hereby transferred from amounts that have been borrowed for water system improvements pursuant to Article 6 of the Warrant at the 2002 Annual Town Meeting and which are no longer needed for the project for which they were originally borrowed, (ii) the sum of \$15,000 is hereby transferred from amounts that have been borrowed for water system improvements pursuant to Article 3 of the Warrant at the 2001 **October** Special Town Meeting and which are no longer needed for the project for which they were borrowed, and (iii) the Town Treasurer, with the approval of the Selectmen, is hereby authorized to borrow \$246,000 under and pursuant to Chapter 44, Sections 7 and 8 of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefore.

The Finance Committee requested that a scrivener's error be corrected and the Moderator, seeing no objection from the Assembly, corrected the scrivener's error.

CORRECTION: In the sixth (6) line after the numerals "2001", add the word "October".

Motion: The Finance Committee motioned to Adopt Article 4, as Corrected.

Voted: Article 4 was Adopted, as Corrected.. Unanimous, with no voter in opposition.

5/7/03 7:05 PM

ARTICLE 5

To see if the Town will vote to transfer \$ 221,651 from the North East Solid Waste Committee (NESWC) "Waste to Energy" Grant to the "Roads Improvement Account", said funds to be expended by the Public Works Superintendent for the reconstruction and repaving of various town streets, or take any action relative thereto.

Town Manager

Executive Summary: This article allows the Town to spend funds received from the NESWC grant to reconstruct and repave town streets.

Motion: The Finance Committee motioned to Adopt and Transfer \$221,651 for the purpose of Article 5.

Voted: Article 5 was Adopted per the Finance Committee's motion.

5/7/03 7:05PM

ARTICLE 6

To see if the Town will vote to amend the actions taken by the Town under Article 7 of the Warrant at the October, 2001 Special Town Meeting (which authorized spending \$50,000 for the design and engineering of sidewalks on Shawsheen St) so as to permit the expenditure of the funds for the design, engineering and construction of sidewalks in the Town of Tewksbury.

Town Manager

Executive Summary: This article will allow the funds previously voted for design and engineering of sidewalks to be expended on construction of sidewalks as well

Motion: The Finance Committee motioned to Adopt Article 6.

Voted: Article 6 was Adopted.

5/7/03 7:05 PM

ARTICLE 7

To see if the Town will vote to approve the sum of \$2,400 to pay outstanding bills of a previous fiscal year and that to raise such appropriation the Town will transfer \$908 from Public Works-Operating to Public Works Unpaid Bills.

Public Works-Operating	Boston & Maine Corp	\$1,800
	Boston & Maine Corp	<u>\$ 600</u>
Total		<u>\$2,400</u>

Town Manager

Executive Summary: According to Massachusetts General Law bills that are late must be approved by Town Meeting before payment. The Public Works Dept currently has \$1,492 in the unpaid bill account. This article will authorize the bill to be paid and allow a transfer to cover the total amount.

Motion: The Finance Committee motioned to Adopt and Transfer \$908 for the purpose of the Article.

Voted: Article 7 was Adopted by the required 9/10's vote. 15 YES, -0- NO (Unanimous Vote) 5/7/03 7:06 PM

ARTICLE 8

To see if the Town will vote to transfer the following sums or take any action related thereto:

FROM:	TO:
\$ 2,000 Fire Salaries	\$ 2,000 Special Revenue-Fire Detail
<u>\$ 8,359</u> Cable TV-Operating	<u>\$ 8,359</u> School-Salaries
<u>\$10,359</u> Total	<u>\$10,359</u> Total

Town Manager

Executive Summary: This article would transfer funds from the Fire Dept budget to the Fire Special Detail account to allow a balance to remain in that account and transfer an amount from the Town budget to the School budget to cover a portion of the Media Specialist's salary, or take any action related to the transfer of funds from one account to another to address spending issues.

Motion: The Finance Committee motioned to Adopt and Transfer \$10,359 for the purpose of Article 8.

Voted: Article 8 was Adopted, per the Finance Committee's Recommendation. 5/7/03 7:06 PM

ARTICLE 9

To see if the Town will vote to transfer the sum of \$5,000 from the Selectmen's Salary Account to the Ryan School Gift Account to be expended by the School Department for the purchase of furnishings for the John F. Ryan Elementary School or take any other action relative thereto.

Board of Selectmen

Executive Summary: Selectman John Ryan has requested that his annual salary be donated to the Tewksbury School Department for the purpose of furnishing and equipping the John F. Ryan Elementary School.

Motion: The Finance Committee motioned to Adopt and Transfer \$5,000 for the purpose of the Article.

Voted: Article 9 was Adopted, per the Finance Committee's Recommendation. 5/7/03 7:07 PM

ARTICLE 10

To see if the Town will vote to amend the Town By-Laws Section 3.12.010 Property taken under tax title procedures – Compliance with certain conditions; by adding the following:

Upon the petition to the Town Manager by two abutters to a town lot, the Town Manager and Board of Selectmen can agree to sell a Town lot to one of the two abutters who can agree to subdivide the Town lot so that a portion of the Town lot becomes a part of each abutter's existing lot. Or take any other action relative thereto.

Town Manager

Executive Summary: The Town has been approached on several occasions by abutters who wish to each purchase a portion of a Town lot to add to their existing lots. Under the current by-law, the Town cannot do this and this would allow for this type of sale.

Motion: The Finance Committee motioned to Adopt Article 10.
Robert Kelley motioned for the Indefinite Postponement of Article 10.

Voted: The Voice Vote to Indefinitely Postpone Article 10 was unclear to the Moderator. 5/7/03 7:17 PM
Twelve (12) voters requested a Standing Count.
The motion for Indefinite Postponement Failed. 41 YES, 63 NO 5/7/03 7:20 PM
The Finance Committee's motion for the Adoption of Article 10 was Adopted. 5/7/03 7:20 PM
Article 10 was Adopted.

ARTICLE 11

To see if the Town will vote to authorize the Board of Selectmen to sell a parcel of Town property, Lot 71 on Assessor's Map 81, consisting of approximately 13,500 square feet of land between Alabama Road and McCarthy Way and said parcel which was acquired by the Town by tax title procedures shall be sold in accordance with Section 3.12.010 of the Town By-Laws. Or take any other action relative thereto.

Board of Selectmen
Town Manager

Executive Summary: The sale of this property will allow for the resolution of a number of issues among some of the abutters to this parcel.

Motion: The Finance Committee motioned to Adopt Article 11.

Voted: Article 11 was Adopted. 5/7/03 7:20 PM

ARTICLE 12

To see if the Town will vote to amend the Zoning By-Law, Appendix A, Section C, Line 8 Bed and Breakfast in the Table of Use Regulations, by inserting the letters "PB" in the MFD; and to add a new section 3131 to read: "Where an MFD zone is contiguous to a commercial zone, the operation of a Bed and Breakfast is allowed subject to a special permit from the Planning Board."

Planning Board

Executive Summary: Allow the use and operation of a bed and breakfast in the Multi-Family District, where the district is contiguous to a commercial zone, by a special permit from the Planning Board.

Motion: Planning Board Chairman, Vincent Spada, motioned to Adopt Article 12.
Philip Zerofski motioned to Indefinitely Postpone Article 12.
Keith Rauseo motioned to Amend Article 12.

Voted: Mr. Zurawki's motion for Indefinite Postponement Failed. 5/7/03 7:27 PM
Mr. Rauseo's motion to Amend Article 12 Failed. 5/7/03 7:27 PM
Article 12 was Adopted. 104 YES, 2 NO (2/3's vote = 71) 5/7/03 7:30 PM

ARTICLE 13

To see if the Town will vote to amend the Zoning By-Law, Section 10000 Definitions by deleting the existing definition for Home Occupation and placing it with the following:

HOME OCCUPATION: A business use customarily conducted within a dwelling and carried on by the residents thereof, which is clearly incidental and subordinate to the use of the dwelling as a place of residence. The use of a room or rooms in a dwelling as a professional office or studio or for customary home occupation by a resident in the dwelling may be permitted. No more than one home occupation may be conducted on any premises.

Planning Board

Executive Summary: This proposed change reduces the ability to interpret "any occupation, business, trade, service, or profession..." and keeps the focus on "clearly incidental and subordinate to the use of the dwelling as a place of residence."

Motion: The Planning Board motioned to Amend Article 13 and Adopt, as Amended.
Jennie McCarthy motioned to Amend Article 13. Ms. McCarthy motioned to Withdraw her Amendment.

Voted: Ms McCarthy's Amendment was Withdrawn by a vote of the Assembly.	5/7/03 7:35 PM
The Planning Board's Amendment was Adopted.	5/7/03 7:35 PM
Article 13 was Adopted, as Amended. 26 YES, 1 NO (2/3's vote = 18)	5/7/03 7:36 PM

AMENDMENT: Replace definition with the following:

HOME OCCUPATION: A business, other than retail sales, which is clearly customarily incidental to, and conducted with in a dwelling unit or in a building or other structure accessory thereto, by a resident thereof, such as a room or rooms as a professional office or studio or for a customary home occupation and employing not more than one employee.

ARTICLE 14

To see if the Town will vote to amend Article 22 of the Annual Town Meeting of 1972 to increase the membership of the Tewksbury Historical Commission from five (5) members to seven (7) members, and to provide that the Town Historian be entitled to serve on said Commission if he or she desires such appointment. The Town Historian shall be offered the next available vacancy on the Commission, and if such appointment is declined, another person may be appointed in the usual course. In filling future vacancies, appointments shall likewise be offered to the Town Historian if such officer is not then serving on the Commission. Provided, however, that the appointment of the Town Historian is not intended to prevent reappointment of a serving member whose term has expired and would desire reappointment. Or take any other action relative thereto.

Tewksbury Historical Commission

Executive Summary: The purpose of this article is to increase the current membership of the Commission from five (5) to seven (7) members.

Motion: The Finance Committee motioned to Adopt Article 14.

Voted: Article 14 was Adopted.	5/7/03 7:40 PM
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Finance Committee Chairman, Ray Shaw, motioned to Adjourn the May 7, 2003 Special Town Meeting, Sine Die, and this motion was Adopted. 5/7/03 7:40 PM

Respectfully submitted:

Elizabeth A. Carey, CMMC, CMC
Town Clerk

Chief Assessor, Finance Director, Treasurer, Collector, Town Manager, Board of Selectmen, and Finance Committee: Pursuant to Section 15A, Chapter 41, Massachusetts General Laws, I hereby certify to the funds appropriated at the Special Town Meeting, convened by proper Warrant on May 7, 2003.

**APPROPRIATION CERTIFICATE – SPECIAL TOWN MEETING
MAY 7, 2003**

ARTICLE	RAISE & APPROPRIATE	TRANSFER FROM	BORROW
1. Reduce Certain FY03 Budget Appropriations	\$ - 280,000.00 (Reduces Art. 4, the FY '03 Budget Voted at the May 2002 ATM)		
2. Master Sewer Program Art. 1, Oct. 2002 STM		3,392.75	Art. 2, Oct. 1994 STM (Sewer River Rd. & Chandler St.)
3. Master Sewer Program Art 1, Oct. 2002 STM		360,000.00	Art. 12, 2001 ATM (Sewer Greenmeadow Dr.)
		256,000.00	Art. 7, 2002 STM (Sewer Seneca & Navillus Rd.)
4. Improvements to Towns Water System		85,000.00	Art. 6, 2002 ATM (Water System Improvements)
		15,000.00	Art. 3, 2001 Oct. STM (Water System Improvements)
			\$ 246,000.00
5. Roads Improvement Acct.		221,651.00	NESWC Waste to Energy Grant
7. Pay Outstanding DPW Bills Of Previous FY		908.00	Public Works Oper.
8. Certain Sums of Money To Specific Accounts		2,000.00	Fire Salaries
		8,359.00	Cable TV Oper.
9. Ryan School Gift Acct.		5,000.00	Selectmen's Salary Acct.
Total Raise & Appropriate	\$ - 280,000.00 (Reduce Art. 4, 2002 ATM)		
Transfers		\$ 957,310.75	
Total Borrow			\$ 246,000.00

ATTEST:

ELIZABETH A. CAREY, CMC, CMMC
TOWN CLERK

Special Town Meeting

OCTOBER 7, 2003

Tewksbury Memorial High School
320 Pleasant Street
October 7, 2003

Moderator James Coakley opened the October 7, 2003 Special Town Meeting at 7:00 PM.

There were 323 registered voters and 19 visitors in attendance.

Finance Committee Chairman, Ray Shaw, motioned to Waive the Reading of the warrant articles and this motion was Adopted.
7:01 PM (10/7/03)

ARTICLE 1

To see if the Town will vote to appropriate the sum of \$6,200,000 to be expended by the Town Manager and the Senior Center Building Committee for the costs of remodeling, reconstructing, making additions to and making extraordinary repairs to the Senior Center, including costs of equipping and furnishing the Senior Center, which funds shall be in addition to all other funds previously appropriated by the Town for this purpose, including the payment of all costs incidental and related thereto, and that to meet this appropriation the Town Treasurer, with the approval of the Selectmen, is hereby authorized to borrow \$6,200,000 under and pursuant to Chapter 44 Section 7(3a) of the Massachusetts General Laws, or any other enabling authority and to issue bonds or notes of the Town therefor and that the Town Manager is authorized to apply for, accept and expend any federal, state or private grants or contributions that may be available with respect to the project, all of which contributions and grants shall be applied to the project in addition to the sums appropriated by the Town for such purposes. This project shall be contingent upon passage of a debt exemption vote.

Motion: That the Town hereby appropriates the sum of \$6,200,000 to be expended by the Town Manager and the Senior Center Building Committee for the costs of remodeling, reconstructing, making additions to and making extraordinary repairs to the Senior Center, including costs of equipping and furnishing the Senior Center, which funds shall be in addition to all other funds appropriated by the Town for this purpose, including the payment of all costs incidental and related thereto, and to meet this appropriation, the Town Treasurer, with the approval of the Selectmen is hereby authorized to borrow said sum under and pursuant to Chapter 44, Sections 7(3a) of the Massachusetts General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefor, provided however, that no sums shall be borrowed or expended hereunder unless and until the Town shall have voted to exclude the amounts needed to repay the bonds or notes issued pursuant to this vote from the limitations of Proposition 2 ½, so called, and that the Town Manager and the Senior Center Building Committee are hereby authorized to apply for any federal, state, or other available grants for this purpose and to take any other action necessary for the completion of the project.

Town Manager and Senior Center Building Committee

Executive Summary: This article would allow the Town to borrow funds to enlarge and improve the current Senior Center. This project, however, would be contingent upon the passage of a debt exemption vote at a special town election.

Motion: The Finance Committee motioned to Adopt Article 1 and appropriate by Borrowing \$6,200,000.00, contingent upon passage of a debt exemption vote.

Mr. Rene Levesque motioned to Indefinitely Postpone Article 1.

Mr. Warren Carey motioned to Move the Question and this motion was Adopted. 7:38 PM (10/7/03)

Voted: Mr. Levesque's motion for Indefinite Postponement Failed. 7:40 PM (10/7/03)

Article 1 was Adopted per the Finance Committee's Recommendation.

255 YES 15 NO (2/3's vote =180) 7:45 PM (10/7/03)

ARTICLE 2

To see if the Town will vote to transfer the following sums or take any action relative thereto:

FROM:

Fire & Liability Ins \$ 39,500

TO:

Recreation – Salaries \$ 8,315
(Temp Part-Time)

Town Clerk – Salaries \$ 2,555
(Perm Part-Time)

Dog Officer – Salaries \$ 2,259
(Temp Part-Time)

Unclassified \$ 19,176
(Regional Voc Sch)

DPW-Capital Outlay \$ 6,465
(New Lease P&I)

Fire-Capital Outlay \$ 720
(New Lease P&I)

Total \$ 39,500

\$ 39,500

Town Manager

Executive Summary: This article is a regular Special Town Meeting article where the Town transfers funds from accounts with a projected surplus to accounts with a projected deficit.

Motion: The Finance Committee motioned to Amend and Adopt Article 2.

Voted: The Finance Committee's Amendment was Adopted.
Article 2 was Adopted, as Amended.

7:46 PM (10/7/03)

7:46 PM (10/7/03)

AMENDMENT: Change Amount: Fire & Liability Ins from \$39,500 to \$40,090

Change Account and Amount: Town Clerk – Salaries (Perm Part-Time) \$2,555 To Town Clerk - Salaries
(Regular) \$3,145

Change Account: Unclassified (Regional Voc Sch) to Board of Selectmen – Operating (Legal)

Change total of each column from \$39,500 to \$40,090

NOTE: As printed in the Warrant the amounts in the TO column add to \$39,490 not the printed amount of \$39,500. With the Finance Committee's Amendment, as Adopted, the TO column adds to a total of \$40,080 but the Amended total amount voted was \$40,090.

ARTICLE 3

To see if the Town will vote to raise and appropriate the sum of \$3,416.18 to pay outstanding bills of previous fiscal years or take any related action thereto:

Cable TV – Salaries David Hicks \$ 203.30
 Cory Smith \$ 30.37

Community Development- Walter Polchlopek \$ 567.07
Regular Salary CUI Networks \$ 155.00
Operating

Council on Aging-Operating	CUI Networks	\$ 165.00
Dept of Public Works-Operating	CUI Networks	\$ 90.00
Health Dept-Operating	Town Crier	\$ 37.35
School Dept-Operating	Ikon	\$ 315.39
	Riso Products of Boston	\$1,193.82
Recreation-Salaries	Kathleen Mulligan	\$ 568.88
Town Hall-Operating	CUI Networks	\$ 90.00

Town Manager

Executive Summary: According to Massachusetts General Law bills that are late or lacked available funds from prior fiscal years must be approved by Town Meeting before payment can be made.

Motion: The Finance Committee motioned to Amend Article 3 and Adopt, as Amended.

Voted: The Finance Committee's Amendment was Adopted.	7:47 PM (10/7/03)
Article 2 was Adopted, as Amended.	7:47 PM (10/7/03)

AMENDMENT: Add: Board of Selectmen – Operating Mark Bobrowski \$3,605.00
 Add: Dept. of Public Works – Operating Mass Electric \$ 25.20
 Change the total from \$3,416.18 to \$7,046.38

ARTICLE 4

To see if the Town will vote to appropriate the sum of \$647,000 to be expended by the Town Manager, for the purpose of making improvements to the Town's water system, including the payment of all costs incidental and related thereto and to determine whether such amount should be raised by taxation, by transfer from available funds, by borrowing or by any combination of the foregoing, or to take any action relative thereto.

Motion: That the Town hereby appropriates the sum of \$647,000 to pay the costs of making improvements to the Town's water system and for the payment of all other costs incidental and related thereto, and that to meet this appropriation the Town Treasurer, with the approval of the Selectmen, is hereby authorized to borrow said sum under and pursuant to Chapter 44, Sections 7 and 8 of the Massachusetts General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefore.

Town Manager

Executive Summary: This article will allow the Town to borrow funds for the replacement and upgrade of water mains throughout the Town of Tewksbury in conjunction with the Master Sewer Construction program and to begin preliminary planning on adding to the town's water storage capacity and/or making distribution system improvements.

Motion: The Finance Committee motioned to Appropriate by Borrowing \$647,000.00.

Voted: Article 4 was Adopted, per the Finance Committee's Recommendation.	
74 YES 5 NO (2/3's vote = 53)	7:49 PM (10/7/03)

ARTICLE 5

To see if the Town will vote to amend its action taken at the May, 1997 Annual Town Meeting under Article 7 relating to the borrowing for the expansion of the water treatment facility by rescinding the remaining borrowing authorization of \$2,924,000 or take any other action relative thereto.

Motion: That the Town hereby rescinds the authorized but unissued balance (\$2,924,000) of the amount authorized to be borrowed under Article 7 of the Warrant at the 1997 Annual Town Meeting for expansion of the Town's water treatment facility.

Town Manager

Executive Summary: Article 7 of the May, 1997 Annual Town Meeting authorized the borrowing of \$5,200,000 for expansion of the water treatment facility. Of that amount only \$2,276,000 was actually bonded. Additional funds were provided for this project from the sale of town owned land. A vote at Town Meeting is required to reduce the borrowing authorization.

Motion: The Finance Committee motioned to Adopt Article 5.

Voted: Article 5 was Adopted by a unanimous vote.

25 YES -0- NO

7:51 PM (10/7/03)

ARTICLE 6

To see if the Town will vote to amend the Personnel By-Laws, Section III (e) Salaries and Wages – effective July 1, 2003 by deleting the existing Animal Inspector wage schedule and inserting a new position in the wage schedule as follows:

Delete:

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Animal Inspector	2,363	2,479	2,870	3,014	3,165	3,323

Insert:

Animal Control Officer (this position is for 40 hours per week and falls under the PRRB Addendum B)

And to see if the Town will vote to amend the Personnel By-Laws, Section III (e) Salaries and Wages – by adding the following new position effective July 1, 2003.

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Animal Control Officer	30,545	32,381	34,324	36,381	38,565	40,881

Town Manager

Executive Summary: This article will create a new position title so that animal and dog related issues may be addressed by one position in one department.

Motion: The Finance Committee motioned to Amend and Adopt Article 6.

Voted: The Finance Committee's Amendment was Adopted.
Article 6 was Adopted, as Amended.

7:51 PM (10/7/03)

7:51 PM (10/7/03)

AMENDMENT:

Change "deleting the existing Animal Inspector wage schedule and inserting a new position in the wage schedule as follows"

To "inserting a new position in the wage schedule as follows"

ARTICLE 7

To see if the Town will vote to authorize the Board of Selectmen to sell a parcel of Town property, Lot 9 on Assessors' Map 73 and further described as 1501 Main Street condominium unit #22. Said property was acquired by the Town by tax title procedures and shall be sold in accordance with Section 3.12.010 of the Town By-Laws. Or take any other action relative thereto.

Board of Selectmen
Town Manager

Executive Summary: The town acquired this property by tax foreclosure several months ago and no town department, board, commission or committee has stated that it is needed for their programs and services. By selling this property the town can return it to the tax rolls and avoid winter season operational costs.

Motion: The Finance Committee motioned to Adopt Article 7.

Voted: Article 7 was Adopted.

7:52 PM (10/7/03)

ARTICLE 8

To see if the Town will vote to amend Section 10000 of the Tewksbury Zoning Bylaw and amend Appendix A Table of Use Regulations as follows:

Replace the Existing Definition of Transportation or Freight Terminal:

TRANSPORTATION OR FREIGHT TERMINAL: Terminal facilities for handling freight with or without maintenance facilities.

With the following definition:

TRANSPORTATION OR FREIGHT TERMINAL: Terminal facilities, open or enclosed, for handling the movement of goods or persons from one place to another by a carrier.

Amend Appendix A- Table of Use Regulations Section D.14 Transportation or Freight Terminal by removing PB and placing an 'N' under Heavy Industrial District.

Planning Board

Executive Summary: To clarify what constitutes a transportation or freight terminal and to prohibit the use across all districts.

Motion: The Planning Board motioned to Adopt Article 8.

Voted: Article 8 was Adopted. 32 YES 1 NO (2/3'a = 22) 7:52 PM (10/7/03)

ARTICLE 9

To see if the Town will vote to amend Section 4100 of the Tewksbury Zoning Bylaw by adding a new subsection 4132 to read as follows:

4132. Pre-existing non-conforming residential lots (R-40, R-80, TR) of 15,000 square feet or less upon which the existing primary residence was erected prior to March 18, 1992, shall be allowed to have a maximum lot coverage of up to 20%. Lots exceeding 15,000 square feet are required to meet the maximum lot coverage of 15%.

Planning Board

Executive Summary: To provide lot coverage relief to pre-existing non-conforming lots.

Motion: The Planning Board motioned to Adopt Article 9.

Voted: Article 9 was Adopted by a unanimous vote. 17 YES -0- NO 7:53 PM (10/7/03)

ARTICLE 10

To see if the Town will vote to amend Section 3410 of the Tewksbury Zoning Bylaw by adding an additional condition 12 to read:

12. Gas, electric and water service meters shall be connected to the principle dwelling unit, multiple meters are not allowed for any single utility.

And to amend the first paragraph of 3410 to read as follows:

3410. Family Suite - As of Right. A family suite is allowed as an accessory use, attached to a single family dwelling in R40, R80, FA, TR and LB zones including Cluster Developments, in accordance with the below listed (1-12) requirements.

Planning Board

Executive Summary: To keep the exterior appearance of a family suite in character with a single family residential neighborhood.

Motion: The Planning Board motioned to Withdraw Article 10 and this motion was Adopted. 7:54 PM (10/7/03)

ARTICLE 11

To see if the Town will vote to amend Section 10000 and 3100 of the Tewksbury Zoning Bylaw as follows:

1) Revise the existing definition of (Section 10000), Manufacturing, as follows, with the noted additions and deletions:

MANUFACTURING: A use engaged in the basic processing and manufacturing of materials, or the manufacture from previously prepared materials, of finished products or parts, including processing, fabrication, assembly, treatment, packaging, incidental storage, sales and distribution of such products,

DELETE: but not including the following:

ADD: but not including any type of uses expressly prohibited by this bylaw, such as but not limited to uses prohibited under Section 3105.

DELETE:

Garbage and refuse incineration or disposal otherwise of material not originating on the premises, except by Town of Tewksbury; distillation of bones, rendering of fat or reduction of animal matter; manufacturing of glue; oil refining; bulk storage of petroleum products; foundries, manufacture of large machine parts, metal working; tanneries; manufacture of cement products and cement mixing; processing, storage and distribution of asphalt products; sorting, baling and storage of waste paper, rags or junk or the dismantling of motor vehicles; slaughterhouses; sand, gravel and stone processing plants; trailer parks and mobile homes; airports; solid waste resource recovery facility; piggeries.

2) Create and add a new Section 3105 to read:

3105 PROHIBITED USES. The following uses are expressly prohibited in all districts. The list provided as prohibited uses is not an exhaustive list and any use that is not expressly permitted is expressly prohibited.

- a) Garbage and refuse incineration or disposal otherwise of material not originating on the premises;
- b) Distillation of bones, rendering of fat or reduction of animal matter;
- c) Manufacturing of glue; oil refining; bulk storage of petroleum products;
- d) Foundries, manufacture of large machine parts, metal working;
- e) Tanneries;
- f) Manufacture of cement products and cement mixing;
- g) Processing, storage and distribution of asphalt products;
- h) Sorting, baling and storage of waste paper, rags or junk;
- i) The dismantling of motor vehicles;
- j) Slaughterhouses;
- k) Sand, gravel and stone processing plants;
- l) Trailer parks and mobile homes;
- m) Airports;
- n) Solid waste resource recovery facility, recycling, waste transfer stations;
- o) Piggeries.
- p) Transportation or freight terminals.
- q) Truck stops.

3) Amend Section 3100 Principle Uses as follows:

3100. PRINCIPAL USES. No land shall be used and no structure shall be erected or used except as set forth in the following Table of Use Regulations, including the notes to the Schedule, or as otherwise set forth herein, or as exempted by General Laws.

DELETE:

Any building or use of premises not herein expressly permitted is hereby prohibited.

ADD:

The expressed intent of this section is to mean that unless expressly permitted the use is hereby prohibited.

Planning Board

Executive Summary: To remove prohibited uses from definition of manufacturing and place in the use section of the bylaw as prohibited uses.

Motion: The Planning Board motioned to Adopt Article 11.

ARTICLE 12

To see if the town will vote to amend the Town Bylaws by deleting the existing Noise Bylaw, Chapter 8.12, and adopting the following, or take any other action relative thereto:

Chapter 8.12
Noise By-Law

Sections:

- 8.12.010 Declaration of Policy
- 8.12.020 Applicability
- 8.12.030 Definitions
- 8.12.040 Designated Land Use Zones
- 8.12.050 Exterior Noise Standards
- 8.12.060 Special Provisions
- 8.12.070 Prima Facie Violation
- 8.12.080 Penalties for Violations
- 8.12.090 Manner of Enforcement
- 8.12.100 Severability

8.12.010 Declaration of Policy.

In order to control excessive noise in the Town of Tewksbury, it is hereby declared to be the policy of the Town to prohibit such noise generated from or by all sources as specified in this By-Law.

8.12.020 Applicability.

This By-Law shall pertain to, but shall not be limited to, outdoor sound- amplifying equipment, motor vehicles, trucks, construction and demolition equipment, industrial and commercial sources of sound, and other man-made sounds that cause noise.

8.12.030 Definitions.

Except as may be specified herein, acoustical terminology used throughout this By-Law is that approved as American National Standard Acoustical Terminology [ANSI S1.1-1994] by the American National Standards Institute (ANSI). The following words, phrases and terms as used in this By-Law shall have the meanings as indicated below:

- (a) BACKGROUND SOUND LEVEL shall mean the sound level associated with a given environment, being a composite of sounds from all sources excluding the alleged Intruding Noise, at the location and approximate time at which a comparison with the alleged offensive noise is to be made.
- (b) CONSTRUCTION shall mean those activities requiring a building permit. Construction shall also include any site preparation, seismic surveys, grading, assembly, erection, substantial repair, alteration, or similar action, including demolition, for or of public or private rights-of-way, structures, utilities or similar property.
- (c) The abbreviation dBA shall mean the A-weighted sound pressure level expressed in decibels and referenced to 20 micropascals.
- (d) EMERGENCY VEHICLE shall mean any vehicle operated in an effort to protect, provide or restore public safety, including ambulances, police vehicles and fire vehicles.
- (e) EMERGENCY WORK shall mean any work performed in an effort to protect, provide or restore public safety, or work by private or public utilities when restoring utility service.
- (f) ENFORCING PERSON shall mean any police officer of the Town or any other Town employee designated by the Selectmen for this purpose. For complaints under Chapter 8.12 an enforcing person shall also include any authorized employee of the Office of Community Development.

Note: If this bylaw is a General Town Bylaw, then the BOH and the Police are the enforcement, if it is a Zoning Bylaw then DELETE this definition as the building Commissioner will be the enforcement.

- (g) INTRUDING NOISE shall mean the total sound level created, caused, maintained by, or originating from an alleged offensive source at a specified location while the alleged offensive source is in operation.

- (h) L_{eq} , equivalent sound level, is the level of a constant sound which, in a given situation and time period, would convey the same sound energy as does the actual time-varying sound during the same period, as measured with a sound level meter measuring L_{eq} .
- (i) L10 LEVEL shall mean the A-Weighted sound level exceeded ten percent of the time.
- (j) PERSON shall mean an individual or individuals, firm, association, co-partnership, joint venture, corporation or any entity recognized by applicable law, public or private in nature.
- (k) PURE TONE: Any sound which can be distinctly heard as a single pitch or a set of single pitches, as defined by the EPA.
- (l) SOUND LEVEL shall mean the instantaneous A-weighted sound pressure level, in decibels, as measured with a sound level meter set to the "A" weighting scale, slow response.
- (m) SOUND LEVEL METER shall mean an instrument meeting American National Standard Institute's Standard S1.4-1983 for Type 1 or Type 2 sound level meters or an instrument and the associated recording and analyzing equipment which will provide equivalent data.

8.12.040 Designated Land Use Areas

The properties hereinafter described are hereby assigned to the following noise zones:

Land Use All Residential Properties and the grounds of any school, day care, hospital or similar
 Area I: health care institution, house of worship or library while the same is in use, and any Cemetery.

Land Use All other properties.
 Area II:

8.12.050 Exterior Noise Standards

It shall be a violation of this bylaw for any person at any location within the area of the Town to create Intruding Noise, or to allow the creation of any noise, on property owned, leased, occupied or otherwise controlled by such person, which causes a sound level which exceeds the limits set forth for the receiving land use category in Table 1 when measured at or within the property boundary of the receiving land use. Daytime measurements are to be determined at an L10 level provided that at no time shall the exterior sound level in Land Use Area I and II exceed 90dBA or cause a PURE TONE condition for the receiving land use category.

old

Measures for the Daytime are to be determined at an L10 level provided that at no time shall L10 levels for Daytime measurements in Land Use Area I and II exceed 90dBA or cause a PURE TONE condition for the receiving land use category.

Table I. Maximum Allowable Exterior Sound Level

Land Use Area	Daytime level 7:00 AM to 10:00 PM	Nighttime Level 10:00 PM to 7:00 AM
I	60 dBA	50 dBA
II	70 dBA	65 dBA

If the Intruding Noise is continuous and cannot reasonably be discontinued or stopped for a time period whereby the background sound level can be determined, the measured sound level obtained while the source is in operation shall be compared directly to the maximum allowable exterior sound level outlined in Table I.

8.12.060 Special Provisions

Limitation of Construction Activity: Noise associated with Construction is permitted between 7:00 AM and 7:00 PM on weekdays and Saturdays.

Note: to match the State requirements for hours and days of week.

Noise associated with the following activities shall be exempted from the provisions of this By-Law:

- (a) Emergency Work or Emergency Vehicles;
- (b) Activities, other than construction, conducted in public parks and playgrounds, and on public or private school grounds so long as authorized by the appropriate jurisdiction including but not limited to school athletic and school entertainment events, and on church grounds, including but not limited to, bells or chimes and activities at the Tewksbury State Hospital, including but not limited to, the sounding of the horn, also known as the 'fire horn';

- (c) Occasional outdoor gatherings, public dances, shows, and sporting and entertainment events provided said events are conducted pursuant to a permit or license issued by the appropriate jurisdiction relative to the staging of said events;
- (d) The maintenance of real property (not Construction), such as the temporary use of power tools and equipment such as lawn mowers, snowblowers, chain saws and similar equipment, provided said activities take place between the hours of 7:00 AM and 10:00 PM on any day.

8.12.070 Prima Facie Violation

Any measured noise exceeding the sound level standards as specified in Sections 8.12.050 Exterior Noise Standards shall be deemed to be prima facie evidence of a violation of the provisions of this By-Law.

8.12.080 Penalties for Violations

- (a) Violations under Chapter 8.12, in the discretion of the enforcing person, may be enforced by non-criminal disposition as provided in Chapter 40, Section 21D of the Massachusetts General Laws ("Section 21D").
- (b) The penalty for a violation under 8.12.050 Exterior Noise Standards shall be \$25 for a first offense next after the first warning, \$100 for a second offense, \$200 for a third offense, and \$300 per offense, without limit, for each succeeding offense. Each day or part thereof shall constitute a separate offense.
- (c) The penalty for a violation under 8.12.060 Special Provisions, Noise associated with construction, shall be \$50 for a first offense next after the first warning, \$100 for a second offense, \$300 for a third offense, and each succeeding offense. Each day or part thereof shall constitute a separate offense. Additionally under 8.12.060, at the discretion of the enforcing person, all construction activities may be suspended following initial warning until the violation is cleared to the reasonable satisfaction of the enforcing person.
- (d) An enforcing person taking cognizance of a violation of this By-Law or any rule or regulation adopted hereunder shall give the offender a written notice to appear before the clerk of the district court having jurisdiction thereof for the non-criminal disposition thereof in accordance with the provision of Chapter 40, Section 21D of the Massachusetts General Laws. The provisions of Section 21D are incorporated by this reference.

8.12.090 Manner of Enforcement

- (a) Violations of this Chapter shall be prosecuted in the same manner as other violations of the Tewksbury General By-Laws provided, however, that in the event of an initial violation of the provision of this By-Law, a written notice shall be given the alleged violator which specifies the time by which the condition shall be corrected. No complaint or further action shall be taken in the event the cause of the violation has been removed or fully-corrected within the time period specified in the written notice.
- (b) In the event the alleged violator cannot be located in order to serve the notice of intention to prosecute, the notice as required herein shall be deemed to be given upon mailing such notice by registered or certified mail to the alleged violator at his last known address or at the place where the violation occurred in which event the specified time period for abating the violation shall commence at the date of the day following the mailing of such notice. Subsequent violations of the same offense shall result in the immediate filing of a complaint.

8.12.100 Severability

The invalidity of any section or provision of this By-Law shall not invalidate any other section or provision hereof.

Board of Health

Executive Summary: This article will clearly state noise standards within the community. The existing bylaw is vague and inadequate for enforcement; it is expected that adoption of this bylaw will provide stronger enforcement capabilities.

Motion: The Board of Health motioned to Amend Article 12 and Adopt, as Amended.
 Mr. James Leavitt motioned to Amend Article 12.
 Ms. Dorothy Macauley motioned to Amend Article 12.

The Moderator Moved the Question and this motion was Adopted. 8:05 PM (10/7/03)

Voted: The Board of Health's Amendment was Adopted. 8:05 PM (10/7/03)
 Mr. Leavitt's Amendment was Adopted. 8:05 PM (10/7/03)
 Ms. Macauley's Amendment Failed. 8:06 PM (10/7/03)
 Article 12 was Adopted as Amended by the Board of Health and Mr. Leavitt. 8:07 PM (10/7/03)

BOARD OF HEALTH'S AMENDMENT:

1. In section 8.12.030(d) "Emergency Vehicles" insert "DPW Vehicles" after "...including..."
This will insure that DPW vehicles will not be in violation of the bylaw during operations such as snow removal.
2. In section 8.12.030(f) "Enforcing Person", correct Scribner's error by deleting everything after "Note....".
3. In section 8.12.050, correct Scribner's error by deleting "old Measures for the Daytime are to be determined at an L10 level provided that at no time shall L10 levels for Daytime measurements in Land Use Area I and II exceed 90dBA or cause a PURE TONE condition for the receiving land use category."
4. In section 8.12.060, correct Scibner's error by deleting "Note: to match the state requirements for hours and days of week".

MR. LEAVITT'S AMENDMENT:

- 8.12.060 (d) Change 7 AM to read 5 AM

ARTICLE 13

To see if the Town will vote to accept the provisions of Massachusetts General Laws, Chapter 60 Section 3C, for the purpose of creating Tewksbury Scholarship and Education Funds. For voters' reference, this is the text of MGL Chapter 60, Section 3C:

Chapter 60: Section 3C. City or town scholarship fund; donation; deposits; distribution. Any city or town which accepts the provisions of this section or has previously accepted chapter one hundred and ninety-four of the acts of nineteen hundred and eighty-six is hereby authorized, subject to the approval of the commissioner, to design and designate a place on its municipal tax bills, or the motor vehicle excise tax bills, or to mail with such tax bills a separate form, whereby the taxpayers of said city or town can voluntarily check off, donate and pledge an amount not less than one dollar or such other designated amount which shall increase the amount otherwise due, and to establish a city or town scholarship fund, the purpose of which shall be to provide educational financial aid to deserving city and town residents in accordance with this section and to establish a city or town educational fund, the purpose of which shall be to provide supplemental educational funding for local educational needs or to provide funding for existing adult literacy programs. Any amounts donated to the scholarship fund or educational fund shall be deposited into a special account in the general treasury and shall be in the custody of the treasurer. The treasurer shall invest said funds at the direction of the officer, board, commission, committee or other agency of the city or town who or which is otherwise authorized and required to invest trust funds of the city or town and subject to the same limitations applicable to trust fund investments, except as otherwise specified herein. Interest earned upon such fund shall remain therewith and shall be used for the purpose of said fund without further appropriation. In any city or town establishing a scholarship fund, there shall be a scholarship committee and educational fund committee to consist of the superintendent of the city or town schools or designee thereof, and no fewer than four residents of the city or town appointed by the board of selectmen to a term of three years. The scholarship committee or educational fund committee shall select the recipients of and amounts of financial aid from the scholarship fund and educational fund and shall be guided by any criteria established by the scholarship committee or educational fund committee subject to any ordinance or by-law and further subject to the following criteria: (a) The recipients of financial aid must be residents of the city or town at the time the financial aid is first awarded and have been accepted to pursue education beyond the secondary school level at an institution deemed accredited by the committee. (b) The committee shall take into consideration each recipient's financial needed, character, scholastic record and involvement in community work as well as extracurricular school activities. The scholarship committee may distribute financial aid from both interest and principal of the fund, without further appropriation. The scholarship committee shall establish a procedure for determining at least on an annual basis the amounts or percentage of the funds that shall be authorized for distribution and for notifying the investing officer or agency so that the funds may be made available in a timely manner and with a minimum of penalties.

Keith Rauseo and Others

Executive Summary: This article is similar to the October 2002 Special Town Meeting article which created the Aid to the Elderly and Disabled Taxation Fund. It provides residents, though a simple form enclosed with their regular property tax bills, a means to donate additional money which specifically supports scholarship programs and/or the Town's general education budget. This allows residents to invest money directly into the school system to fund programs and personnel. It also fulfills some residents' desire to see an increase in school funding, while not putting an additional tax burden on those residents who are satisfied with current funding levels.

Motion: The Finance Committee motioned to Indefinitely Postpone Article 13.
Mr. Keith Rauseo motioned to Adopt Article 13.

A motion was made to Move the Question and this motion was Adopted.

8:25 PM (10/7/03)

Voted: The Finance Committee's motion for Indefinite Postponement Failed.
Article 13 was Adopted, per Mr. Rauseo's motion.

8:25 PM (10/7/03)

8:25 PM (10/7/03)

ARTICLE 14

To see if the Town will vote to amend the Tewksbury Wetland Protection Bylaw, Section 18.04.40, Exceptions, and add the exception: 3) Public Good Where a project is necessary for the protection of the health or safety of the public as determined by the Police Chief, Fire Chief, Superintendent of Public Works, or Board of Health, or a project substantially changes, enlarges, or creates a structure or facility used provide water or sewer services to the public, the Commission may waive the requirements associated with the buffer strip and buffer strip setbacks of this bylaw, 18.04.30(6), and permit activities, provided that the applicant has proved by a preponderance of credible evidence that (1) there is no practicable alternative to the proposed project that would avoid or reduce alterations, and that (2) such activities, including proposed mitigation measures, will have no significant adverse impact on the areas or values protected by this bylaw. The definition of practicable shall be the same as set forth in the Massachusetts Wetland Regulations 310 CMR 10.58(4), General Performance Standard of the Riverfront Area.

Stephen Deackoff and Others

Executive Summary: Currently there exists a 25-foot no disturb zone and 50-foot not build zone surrounding wetlands. This amendment will allow under special circumstances that strict adherence to the requirements of the no-disturb and no-build zones of the Wetland Protection Bylaw may be waived when there are clear benefits of the project to the Town and its citizens and that no significant adverse impacts will occur because of the alteration. This would allow projects such as the Town Sewer Project, the replacement of an old hazardous tree with a new tree, or the breaching of a beaver dam.

Motion: The Conservation Commission motioned to Amend Article 14 and Adopt, as Amended.
The Planning Board motioned to Amend Article 14.

The Moderator motioned to Move the Question and this motion was Adopted.

8:40 PM (10/7/03)

Voted: The Conservation Commission's Amendment was Adopted. 78 YES 51 NO 8:44 PM (10/7/03)
The Planning Board's Amendment was Adopted. 8:45 PM (10/7/03)
Article 14 was Adopted, as amended, by the Conservation Commission and the Planning Board. 8:45 PM (10/7/03)

CONSERVATION COMMISSION'S AMENDMENT:

- 1) Replace the language that states: "...provide water or sewer services to the public" with the following:
"provide local services of sewer, water, or stormwater drainage, or state or federally regulated public utilities such as electrical distribution or transmission lines, or communication, and natural gas lines"
- 2) Add the word "**requirements**" after the word setback
- 3) Replace the word alterations with the words "**the project's impact**"
- 4) Replace the words "such activities" with the words "**said project**"

PLANNING BOARD'S AMENDMENT:

Add the words "or public sidewalks" after the word public on line 7 **or if conservation commission prevails** after the words natural gas lines.

ARTICLE 15

To see if the Town will vote to amend the Personnel By-laws, Section III (e) Salaries and Wages as follows to be effective July 1, 2003:

System Operator

ADD:

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
32,128	33,989	35,957	38,053	40,256	42,588

Or take any other action relative thereto.

Town Manager

Executive Summary: The purpose of this article is to establish a System Operator position as part of the planned re-organization of the Police Department due to the retirement of existing personnel.

Motion: Town Manager, David Cressman, motioned to Withdraw Article 15 and this motion was Adopted.

8:45 PM (10/7/03)

Finance Committee Chairman, Ray Shaw, motioned to Adjourn the October 7, 2003, Special Town Meeting, sine die, and this motion was Adopted.

8:45 PM (10/7/03)

ATTEST:

ELIZABETH A. CAREY, CMC, CMMC
TOWN CLERK

Chief Assessor, Finance Director, Treasurer, Collector, Town Manager, Board of Selectmen, and Finance Committee: Pursuant to Section 15A, Chapter 41, Massachusetts General Laws, I hereby certify to the funds appropriated at the Special Town Meeting, convened by proper Warrant on October 7, 2003.

**APPROPRIATION CERTIFICATE – SPECIAL TOWN MEETING
OCTOBER 7, 2003**

ARTICLE	RAISE & APPROPRIATE	TRANSFER FROM	BORROW
1. Senior Center remodeling, reconstructing, making addition to, making extraordinary repairs, equipping & furnishing. (Contingent Upon Passage of a Debt Exemption Vote 10/25/03).			\$ 6,200,000.00
2. Certain Sums of Money to Specific Accounts.		\$ 40,090.00	Previously Appropriated Monies
3. Pay Outstanding Bills of Previous Fiscal Years.	\$ 7,046.38		
4. Making Improvements to the Town's Water System.			647,000.00
5. Rescind Remaining Borrowing Authorization Art. 7, 1997 Annual Town Meeting Expansion Water Treatment Facility.			(\$2,924,000.00)
Total Raise & Appropriate	\$ 7,046.38		
Total Transfers		\$ 40,090.00	
Total Borrow			\$ 6,847,000.00
Rescind Borrowing			(\$2,924,000.00)

ATTEST:

ELIZABETH A. CAREY, CMC, CMMC
TOWN CLERK

Special Town Election

October 25, 2003

At a meeting of the Inhabitants of the Town of Tewksbury, called by proper warrant and qualified to vote in Town affairs, held this day at the DPW for Precinct 1 and 1A; at the Teen Center for Precinct 2; at the South Fire Station for Precinct 2A; at the Senior Center for Precinct 3 and 3A; and at the Library for Precinct 4 and 4A, the following business was transacted. Registered on the ballot boxes in the seven Precincts showed 0000, and check lists were in order. Polls opened at 8:00 AM and closed at 8:00 PM. There were 1,772 votes cast. Precinct 1 – 173, Precinct 1A – 252, Precinct 2 – 203, Precinct 2A – 200, Precinct 3 – 185, Precinct 3A – 269, Precinct 4 – 205, and Precinct 4A – 285.

Precinct 1 - Alice Golen, Warden	Alice A. Carroll, Clerk
Precinct 1A - Mary A. Casazza, Warden	Anne M. Callahan, Clerk
Precinct 2 - Bernice Sprague, Warden	Marie T. Magro, Clerk
Precinct 2A - Warren Layne, Warden	Ann Morelli, Clerk
Precinct 3 - Laurence Bairstow, Warden	Priscilla Hurton, Clerk
Precinct 3A - Rita Coyle, Warden	Mary Pilcher, Clerk
Precinct 4 - Mary Ann Nichols, Warden	Rita O'Brien Dee, Clerk
Precinct 4A - Christina R. Stanley, Warden	Dorothy McGrath, Clerk

SPECIAL TOWN ELECTION

October 25, 2003

PRECINCT TOTALS

Precinct	1	1A	2	2A	3	3A	4	4A	Total
	173	252	203	200	185	269	205	285	1,772

QUESTION 1

Shall the Town of Tewksbury be allowed to exempt from the provisions of proposition two and one-half, so called, the amounts required to pay for the bonds issued for the purpose of remodeling, reconstructing, making additions to and making extraordinary repairs to the Senior Center, including costs of equipping and furnishing the Senior Center?

Precinct	1	1A	2	2A	3	3A	4	4A	Total
Blanks	3	0	3	3	1	0	1	0	11
Yes	77	135	90	95	73	107	115	146	838
No	93	117	110	102	111	162	89	139	923
Total	173	252	203	200	185	269	205	285	1,772

Total Registered Voters	18,069
Total Votes	1,772
Percent	10%

A true copy attest:
Elizabeth A. Carey, CMC, CMMC
Town Clerk

ADMINISTRATION

*Board of Selectmen
Administrative Services
Housing Authority
Veteran's Services*

*Town Manager
Board of Registrars
Parking Clerk*

*Town Counsel
Dog Officer
Town Clerk
Public Works*

Board of Selectmen

In 2003, the Board of Selectmen held regular meetings twice a month September through May and once a month during the months of June, July and August. Additionally, members of the Board served on many subcommittees including but not limited to the Mills Study Committee, Senior Center Building Committee, Sewer Advisory Committee, Memorial Day Committee, Wynn School Building Committee, Town Meeting Review Committee and Land Use Committee. The Board held conduit and pole petition hearings and liquor license hearings. Many residents applied for and were appointed to serve on various town committees.

Our state legislators, Representative James Miceli, Senator Susan Tucker, and Representative Barry Finegold were available to the Board on a regular basis to discuss pending and future legislation of interest to the community.

The Board of Selectmen wishes to extend their thanks to all department heads, town employees, and office staff for their commitment to better serve the residents during this past year. The Board would also like to take this opportunity to thank those men and women who have served this community as members of numerous appointed and elected boards and committees for the time and effort expended by them in various positions in town government.

The Selectmen's Office, which is located in the Town Hall, is open Monday through Friday from 8:00 a. m. to 4:30 p. m. for the convenience of the townspeople. The Selectmen meet twice a month on Tuesday evenings at 7:30 p. m. All residents are welcome to attend these meetings. However, if you wish to be heard on an issue, or have the Board take action on a specific matter, it will be necessary to have a detailed written request presented at the Selectmen's Office prior to the noon closing of the agenda on Wednesday preceding each meeting. This procedure enables the Selectmen to gather any pertinent information prior to the meeting and eliminates the necessity for delay in making decisions.

For your convenience, the Selectmen's meetings, as well as other Board and Committee meetings, continue to be televised live on Channel 10.

BOARD OF SELECTMEN

Charles Coldwell, Chairman
Joseph P. Gill, Jr., Vice Chairman
Jerry Selissen, Clerk
John Ryan
Douglas W. Sears, Esq.

Town Manager

The past year was both challenging and rewarding for many reasons. The biggest challenge was to weather another year of fiscal uncertainty due to the Commonwealth's fiscal problems and the national economy. Fortunately, the Town was able to produce a balanced budget with only two layoffs and minimal service reductions. At the same time, the Town was weathering a significant snow season in 2002-2003 and again in December, 2003.

Another challenge during the year was working through the transition of a large number of employees retiring due to the Early Retirement Program. This required a significant amount of time spent on hiring replacements as the Town is at a minimal staffing level in almost all departments. In terms of rewarding experiences, there were many. First, the Town initiated construction of the Phase 6 sewer programs and design of the Phase 7 sewer program both of which are ahead of schedule. Looking ahead to 2004,

implementation of the construction of the Phase 7 sewer program will be a major challenge as it is the largest sewer construction phase in the program.

Another rewarding experience was the completion of negotiations over a new solid waste disposal contract that will provide the town with a guaranteed price and lower costs from September, 2005 to June, 2010. However, this success was tempered by the bankruptcy of the purchaser of electricity from the incinerator and the resolution of this matter will be a challenge in 2004.

Another challenge in 2003 was the re-construction of the Wynn School due to a design error discovered by the Building Commissioner in January. This issue was resolved and the project was substantially completed for school to open in August, 2003.

Another challenge was negotiations over the Town's liability at the Rocco landfill due to the actions of the Town in the 1960's and 1970's. While there was a partial resolution of this matter in October 2003, this will be a continuing challenge over the next several years.

Another rewarding experience in 2003 was the bidding of the Town's property and liability insurance combined with the Town's loss control efforts ranking in the top of the MIIA members resulted in a savings of over \$100,000.

David G. Cressman
Town Manager

Town Counsel

In 2003, Charles J. Zaroulis, Town Counsel, represented the Town of Tewksbury in litigation before the District Court, Middlesex Superior Court, Probate Court, the Massachusetts Land Court, the Appeals Court, and in matters before the Appellate Tax Board and the Alcoholic Beverages Control Commission.

The Town received favorable decisions and/or judgments in the following cases:

- Atlantic Dracut Realty LP, et al. v. Planning Board - Appeals Court
- Atlantic Dracut Realty LP, et al. v. Zoning Board of Appeals - Appeals Court
- Building Commissioner v. Mercuri - Superior Court
- Tremblay v. Zoning Board of Appeals - Land Court

The following cases against the Town were dismissed:

- Banerjee v. Conservation Commission - Superior Court
- Connolly and Macauley v. Planning Board - Land Court
- DiDonato v. Tewksbury - Land Court
- IRA Motor Group, Inc. v. Zoning Board of Appeals - Land Court
- L. J. DiPalma, Inc. v. Planning Board - Land Court
- Sideropoulos, Trustee v. Zoning Board of Appeals - Land Court
- Sullivan, Kevin, et al v. Tewksbury - Superior Court

The following cases are pending:

- Building Commissioner v. John D. Sullivan (Catamount Road) - Superior Court
- Louis Carciofi v. FAB and Zoning Board of Appeals - Superior Court
- David G. Cressman and Planning Board v. George Brothers and Zoning Board of Appeals - Land Court
- David G. Cressman v. Atamian - Superior Court
- David G. Cressman v. FAB and Zoning Board of Appeals - Superior Court
- Veronica Curseaden v. Zoning Board of Appeals - Superior Court
- Demoulas Super Markets, Inc. (Warehouse) v. Planning Board - Land Court
- Robert DiStefano, Trustee v. Zoning Board of Appeals - Land Court
- Robert DiStefano, Trustee v. Planning Board - Land Court
- Germano v. Zoning Board of Appeals - Superior Court
- Giasullo v. Planning Board - Land Court
- Guy Indelicato v. Zoning Board of Appeals - Superior Court
- Hancock Engineering Associates, Inc. v. Tewksbury - District Court
- Klock v. Zoning Board of Appeals - Superior Court

- Lefebvre, Donald, Jr. v. Zoning Board of Appeals - Land Court
- City of Lowell v. Tewksbury - Superior Court
- MJP Contracting, Inc. v. Zoning Board of Appeals - Land Court
- Mathews v. Zoning Board of Appeals - Superior Court (three cases)
- McDade v. Zoning Board of Appeals - Superior Court
- Paul Nicosia v. Powell and Town of Tewksbury - Probate Court
- R.J.R. Ventures, d/b/a Cornerstone Corp. v. Planning Board - Land Court
- James Ryan, et al. v. Demoulas and Conservation Commission - Superior Court
- James Ryan, et al. v. Demoulas Super Markets, Inc. and Planning Board - Superior Court
- Sheehan and DAV v. Flanagan and Tewksbury - Appeals Court
- Tewksbury Building Commissioner v. George Brothers - Superior Court
- Tewksbury Building Commissioner v. Christopher Eagan - Superior Court
- George Thompson, et al. v. Town of Tewksbury - Land Court
- Wamesit Village, Inc. v. Conservation Commission - Superior Court

In addition to court and administrative hearings, your Town Counsel appeared before state agencies, prepared legal documents, contracts, deeds, easements, court pleadings, memoranda and opinions for various departments; he has drafted by-laws and rules and regulations for Boards and has drafted Town Meeting Articles; and he has made eminent domain land takings for highway and sewer improvements.

Town Counsel encourages Town officials to communicate with him as soon as possible after becoming aware of any potential problem or litigation. In addition, your Town Counsel is pleased to assist in making Town government more responsive to the safety and well being of Tewksbury's citizens to prevent claims against the Town and to provide appropriate governance for its inhabitants.

Town Counsel will continue his program of providing municipal law memoranda and seminars which address important and current issues of law and the interpretation of laws for the various Boards, Committees, Commissions, and Departments.

Town Counsel again thanks the Boards of Selectmen, the Town Manager, the several Boards, Committees, Commissions, Departments, and their officers and employees for the excellent co-operation again afforded to him during the past year.

Charles J. Zaroulis, Town Counsel

Administrative Services

OFFICE HOURS ARE MONDAY THRU FRIDAY
7:30 A.M. - 4:30 P.M.

Department Staff

- William Rose, Administrative Services Assistant, concentrating on Personnel Computer System, Job Postings, and New Employee Orientation.
- Melanie Sitar, Administrative Services Assistant, concentrating on Employee Benefits, Occupational Injury Compensation, and Medical Cost Analysis.

2003 was a busy year for the Administrative Services Department, which serves the Town in the following areas:

Employee Services

- Central Data Base
All Town and School employees are now listed on the central database with their benefits including health, dental, and life insurance plans.
All town employee's vacation, sick time, and personal days are tracked.
- Prepare new and update existing job descriptions.
- Job Postings for all town side employment opportunities
- Background Checks and physicals are accomplished on all new employees
- New Employee Orientation
New employees are made aware of Town benefits, the sexual harassment, code of conduct and computer policy are distributed/explained, and payroll information is collected.

- Standardization of Job Titles
Both managerial and clerical job classification has been implemented
- Exit interviews are now conducted on terminating town employees
- Administrative Services provides support for the Personnel Relations Review Board
- Administrative Services establishes, reviews, and publishes policies to maintain continuity of personnel practices.
- Prepare new and update existing personnel forms used by Town departments.

Centralized Purchasing

- Telephone Bills
- Postage for Town Hall, Annex, Recreation, and Central Fire has been consolidated into one budget maintained by this department.

The year 2004 will continue to bring new challenges to this department.

Respectfully,
Sandra A. Barbeau
Assistant to the Town Manager

Board of Registrars

Beverly A. Bennett
Edward Creamer
Donald Ordway, Chairman
Elizabeth A. Carey, Town Clerk

One of the major duties of the Board of Registrars is to conduct all voter registration sessions. Registrars are responsible for the voter registration process, for maintaining voter registration records, and for submitting certain records to the Secretary of State.

There are three (3) important lists the registrars are required to prepare: the annual street list, the annual card file of registered voters, and the registered voters list.

Certification of nomination papers, petitions, proposed town meeting articles, and applications for absentee voting are also the duty of the Registrars. Applications for voting absentee may be requested from the Office of the Town Clerk. Information about absentee voting may be obtained by phoning the Town Clerk's Office at 640-4355.

Prior to any election or town meeting, the Board of Registrars conducts a special voter registration session; the date and time are published in advance in the local newspapers and cable TV.

In 1994, the Motor Voter Law became effective and this allows eligible town residents to register to vote by mail. Phone the Town Clerk's office at 978-640-4355 and request that a mail-in voter registration form be mailed to you and/or eligible members of your family.

Residents may register to vote at the Town Clerk's Office, Town Hall, Monday through Friday, from 8:30 A.M. to 4:30 P.M. and Tuesday evenings from 7:00 P.M. to 8:30 P.M.

PRECINCT ENROLLMENT:

Precinct 1	2,231
Precinct 1A	2,269
Precinct 2	2,213
Precinct 2A	2,158
Precinct 3	2,502
Precinct 3A	2,353
Precinct 4	2,119
Precinct 4A	2,293

PARTY ENROLLMENT:

Precinct	Democrat	Green Party USA	Green-Rainbow	Interdependent 3 rd Party	Libertarian	Reform	Republican	Unenrolled	Total
1	658	0	2	1	14	1	343	1,212	2,231
1A	732	1	1	2	11	1	300	1,221	2,269
2	751	0	3	3	15	3	228	1,210	2,213
2A	703	0	1	0	18	3	272	1,161	2,158
3	798	1	0	4	9	1	390	1,299	2,502
3A	730	0	2	2	11	2	307	1,299	2,353
4	728	0	0	1	7	1	240	1,142	2,119
4A	853	1	1	5	9	1	263	1,160	2,293
Total	5953	3	10	18	94	13	2,343	9,704	18,138

Respectfully submitted,
Elizabeth A. Carey, CMC, CMMC
Town Clerk

Dog Officer

I would like to take this opportunity to thank all the residents who have obeyed the Leash Law in Tewksbury. All dogs in Tewksbury must be licensed and have all their shots, this is for the safety of the residents as well as the dogs. If your dog is not licensed and is picked up, it is very hard to trace the owner to the dog and this could result in extra fines. Let's protect our children and all residents (from dog bites, etc.) and keep your dogs restrained.

I would like to make you aware, if your dog is picked up, that there will be an administration fee of \$25.00 plus \$5.00 per day for board and keep, up to \$190.00 plus fines as follows:

FIRST OFFENSE	\$25.00
SECOND OFFENSE	50.00
THIRD OFFENSE	100.00
SUBSEQUENT OFFENSES	100.00

(within a calendar year)

REMEMBER PLEASE HAVE YOUR DOG LICENSED AND MAKE SURE THEY HAVE ALL THE NECESSARY SHOTS.

WHEN YOU LICENSE YOUR DOG BE SURE TO GET A COPY OF THE DOG BY-LAW WHICH WENT INTO EFFECT 1/1/98.

Walter Collins
Dog Officer

This will be the last Annual Report of the Dog Officer, as the position has been eliminated with the retirement of Dog Officer Walter Collins. With that retirement, the position of Animal Control Officer within the Health Department has been created, and filled with Brian Fernald. Many will note that Mr. Fernald has filled in part time for most of the year after Officer Collins went out on extended sick leave.

I thank Officer Collins for his many years of service to the Town, and wish him a wonderful retirement. I thank the Town for its support in animal control. We encourage the public to ensure that all pets are vaccinated against rabies, that dogs be restrained, and that wild animals be given plenty of room to roam around you and your pets.

Sincerely,
Thomas G. Carbone, R.S., C.H.O.
Director of Public Health

2003 Activity Report

Leash Law Violations	6
Failure to License Dogs	13
Other Citations	2
Warnings	4
Dead Animal Removal	37
Live Animal Removal	32

Housing Authority

The Authority was notified in September that we received funding through a Comprehensive Improvement Assistance Program provided by the Department of Housing and Urban Development (HUD) to perform Site improvements to the Robert Flucker Heights Elderly Development.

The Authority has partnered with the Town to manage and maintain a vacant Town Owned Home on Main Street to house Special Needs Adults.

In November, we received notification of a Grant to fund a Family Self-Sufficiency (FSS) Coordinator for the Authority's Housing Choice Voucher Program.

During this past year, the Authority awarded a contract for Site Improvements for its Saunders Circle Elderly/Disabled Housing Development with work to start in the spring of 2004.

The Authority manages and operates 342 State and Federal Public Housing Units. The year has added 435 new applicants to the Authority's Elderly, Disabled and Family Public Housing Programs' waiting lists. The turnovers for the elderly and disabled housing units were 18 and 1 for our family units.

The Tewksbury Housing Authority's Office is located on the Saunders Circle Elderly/Housing Site. The office is opened Monday through Thursday 8:00 a.m. to 4:30 p.m. and on Friday from 8:00 a.m. to 1:30 p.m. The Board of Commissioners meets on the first Tuesday of each month at 3:00 p.m. in the Saunders Circle Community Building.

I would like to thank the members of the Authority -- Linda R. Brabant, Vice Chair, Shawn Dillon, Treasurer, Robert Briggs, Assistant Treasurer and John Deputat, the State's Appointment -- also our Executive Director, Corinne Delaney, our office staff, and our maintenance men for their services afforded to the Authority during this past year.

Respectfully submitted,
Louise A. Gearty
Chair, Tewksbury Housing Authority

TEWKSBURY REVOLVING FUND
BALANCE SHEET
DECEMBER 31, 2003

ASSETS

	CASH		
1112	ENTERPRISE A/C 270283	<u>\$ 27,340.22</u>	
	TOTAL CASH		\$ 27,340.22
	ACCOUNT RECIEVABLE		
1121	A/R MA 139-1 DEPT 1	(28,439.89)	
1122	A/R SECT 8 VOUCHER DEPT 2	17,178.33	
1123	A/R 400-01 DEPT 03	26,934.44	
1125	A/R FED MOD DEPT 05		
1127	A/R 167-1 DEV DEPT 7	(3,701.31)	
1130	A/R TOWN HOUSING DEPT 10	94.00	
1132	A/R 689-1 DEV DEPT 9	(11,330.66)	
1133	A/R 689-2 DEV DEPT 11	<u>(10,248.38)</u>	
	TOTAL ACCOUNT RECIEVABLE		(9,513.47)
	DEFERRED CHARGES		
1290	UNDISTRIBUTED CHARGES		
1291	DEFERRED PAYROLL	<u> </u>	
	TOTAL DEFERRED CHARGES		<u>0.00</u>
	TOTAL ASSETS		<u>\$ 17,826.75</u>

SEE ATTACHED COMPILATION REPORT

TEWKSBURY REVOLVING FUND
BALANCE SHEET
DECEMBER 31, 2003

LIABILITIES

ACCOUNT PAYABLES			
2111	ACCOUNT PAYABLE OTHER	\$ 395.00	
2114	SECURITY DEP-PETS		
2171	FEDERAL WITHHOLDING TAX		
2172	STATE WITHHOLDING TAXES		
2173	RETIREMENT WITHHELD	2,819.38	
2174	GROUP INSURANCE	1,231.43	
2176	CHRISTMAS W/H	250.00	
2178	CREDIT UNION	(75.00)	
2179	FICA/MED TAX WITHHELD		
2181	LONG TERM DISABILITY	(992.64)	
TOTAL ACCOUNT PAYABLES			\$ 3,628.17
DEFERRED CREDITS			
2290	UNDISTRIBUTED CREDITS		
2291	DEFERRED INTEREST INCOME	37.90	
2292	AFFORD HSG FEES		
TOTAL DEFERRED CREDITS			37.90
ADVANCES TO REVOLV FUND			
2401	ADVANCE MA 139-001	5,000.00	
2402	ADVANCE SECTION 8	575.68	
2403	ADVANCE 400-01	8,585.00	
TOTAL ADVANCES TO REVOLV FUND			14,160.68
TOTAL LIABILITIES			<u>\$ 17,826.75</u>

SEE ATTACHED COMPILATION REPORT

**TEWKSBURY FEDERAL MA 139-1 LEDGER
BALANCE SHEET
DECEMBER 31, 2003**

ASSETS

*111 CASH			
1112	ENTERPRISE #10226861	\$ 916.90	
1113	PET AC ENT/PRISE 10227844	<u>1,012.30</u>	
	TOTAL *111 CASH		\$ 1,929.20
ACCOUNT RECEIVABLE			
1122	126 A/R TENANTS	6,557.50	
112201	126.1 ALLOW DOUBT ACCTS		
112901	144 A/R FEDERAL MOD	<u></u>	
	TOTAL ACCOUNT RECEIVABLE		6,557.50
ADVANCES			
1155	144 REVOLVING FUND	<u>5,000.00</u>	
	TOTAL ADVANCES		5,000.00
*131 INVESTMENTS			
1162	ENTERPRISE BANK #10226874	<u>267,227.61</u>	
	TOTAL *131 INVESTMENTS		267,227.61
DEFERRED CHARGES			
1210	142 PREPAID INSURANCE	9,707.20	
1211	142 PREPAID RETIREMENT		
1212	142 INSURANCE DEPOSIT	463.00	
1290	174 DEFERRED CHARGES	<u></u>	
	TOTAL DEFERRED CHARGES		10,170.20
LAND STRUCTURES EQUIPMENT			
1404	LAND STRUCTURES EQUIPMENT	<u></u>	
	TOTAL LAND STRUCTURES EQUIPMENT		0.00
FIXED ASSETS			
1506	161 LAND	1.00	
1507	162 BUILDING	3,081,683.15	
1508	163 EQUIPMENT DWELLING		
1509	164 EQUIPMENT ADMIN	36,825.46	
1510	165 LEASEHOLD IMPROV		
1515	166 ACCUM DEPRECIATION	<u>(1,428,770.04)</u>	
	TOTAL FIXED ASSETS		<u>1,689,739.57</u>
	TOTAL ASSETS		<u>\$ 1,980,624.08</u>

Read Accountant's Compilation Report

TEWKSBURY FEDERAL MA 139-1 LEDGER
BALANCE SHEET
DECEMBER 31, 2003

LIABILITIES & SURPLUS

ACCOUNTS PAYABLE			
2114	SECURITY DEPOSITS/PETS	\$ 1,172.30	
2119	347 A/P REV FUND	<u>(28,439.89)</u>	
	TOTAL ACCOUNTS PAYABLE		\$ (27,267.59)
ACCRUED LIABILITIES			
2135	321 ACCRUED PAYROLL		
213501	322 ACCRUED COMP ABSENCES	8,559.00	
2137	333 ACCRUED PILOT	<u>7,233.78</u>	
	TOTAL ACCRUED LIABILITIES		15,792.78
DEFERRED CREDITS			
2240	PREPAID RENTS		
2290	353 DEFERRED CREDITS	<u></u>	
	TOTAL DEFERRED CREDITS		0.00
SURPLUS FROM OPERATIONS			
2802	504 HUD/PHA CONTRIBUTION	1,585,609.17	
2806	512 RETAINED EARNINGS	322,157.13	
280601	512 RETAIN EARNINGS-MOD	<u>79,762.00</u>	
	TOTAL SURPLUS FROM OPERATIONS		1,987,528.30
CURRENT YEAR OPERATIONS			
2940	RESIDUAL RCPTS, - DEFICIT	<u>4,570.59</u>	
	TOTAL CURRENT YEAR OPERATIONS		<u>(4,570.59)</u>
	TOTAL SURPLUS & LIAB		<u>\$ (1,980,624.08)</u>

Read Accountant's Compilation Report

TEWKSBURY SECTION 8 VOUCHER
BALANCE SHEET
DECEMBER 31, 2003

ASSETS

1112	*111 CASH ENTERPRISE #270270	<u>\$ 114,070.73</u>	
	TOTAL *111 CASH		\$ 114,070.73
	ACCOUNT RECEIVABLES		
1122	128 A/R BACK RENTS	7,950.50	
112201	128.1 ALLOW DOUBT FRAUD	(8,359.50)	
1125	122 A/R HUD		
1129	125 A/R OTHER	160.00	
112999	128/125 A/R MOB & FRAUD	(444.18)	
1130	126.2 ALLOW DOUBT OTHER		
	TOTAL ACCOUNT RECEIVABLES		(693.18)
	ADVANCES		
1155	144 REVOLVING FUND	<u>575.68</u>	
	TOTAL ADVANCES		575.68
	DEFERRED CHARGES		
1210	142 PREPAID INSURANCE	1,926.21	
1211	142 PREPAID RETIREMENT		
1212	142 INSURANCE DEPOSIT	787.00	
1290	174 DEFERRED CHARGES		
	TOTAL DEFERRED CHARGES		2,713.21
	LAND STRUCTURES EQUIPMENT		
147501	164 EQUIPMENT OFFICE	1,201.16	
1515	166 ACCUM DEPRECIATION	<u>(1,201.16)</u>	
	TOTAL LAND STRUCTURES EQUIPMENT		<u>0.00</u>
	TOTAL ASSETS		<u>\$ 116,666.44</u>

SEE ATTACHED COMPILATION REPORT

TEWKSBURY SECTION 8 VOUCHER
BALANCE SHEET
DECEMBER 31, 2003

LIABILITIES

ACCOUNTS PAYABLE			
2111	312 A/P OTHER		
2118	331 A/P HUD		
2119	347 A/P REV FUND	\$ 17,178.33	
211998	347 A/P SECT 8 CERT		
211999	312 A/P MOB CLEAR A/C		
2135	321 ACCRUED PAYROLL		
213501	322 ACCRUED COMP ABSENCES	4,233.13	
	TOTAL ACCOUNTS PAYABLE		\$ (21,411.46)
DEFERRED CREDITS			
2210	PREPAID ANNUAL CONTRIB.	507,586.00	
2215	HAPS A/C #4715	(449,668.33)	
2230	CONTRA ADMIN FEE ACCOUNT	(40,067.06)	
2290	342 UNDISTRIBUTED CREDIT		
2690	342 DEFER CREDIT-BK RENT	7,950.50	
269001	312 CONTRA BACK RENT	(8,359.50)	
	TOTAL DEFERRED CREDITS		17,441.61
EQUITY REAC			
2806	512 RETAINED EARNINGS	86,451.26	
	TOTAL EQUITY REAC		(86,451.26)
HUD SURPLUS MEMO ONLY			
2810	UNRESERVED SURPLUS	(6,939,846.44)	
2826	OPERATING RESERVE		
2827	PROJECT ACCOUNT UNFUNDED	99,798.00	
2840	CUMULATIVE HUD CONTRIB.	6,840,048.44	
	TOTAL HUD SURPLUS MEMO ONLY		0.00
CURRENT OPERATIONS			
2940	RESIDUAL RCPTS, - DEFICIT	(8,637.89)	
	TOTAL CURRENT OPERATIONS		(8,637.89)
	TOTAL SURPLUS & LIAB.		<u>\$ 116,666.44</u>

SEE ATTACHED COMPILATION REPORT

TEWKSBURY STATE CONVENTIONAL 400-01 HOUSING
BALANCE SHEET
DECEMBER 31, 2003

ASSETS

* 111 CASH			
1111	ENTERPRISE #10226890	\$ 3,902.29	
1113	ENTERPRISE #10226913	1,771.89	
1117	111 PETTY CASH	25.00	
	TOTAL * 111 CASH		\$ 5,699.18
ACCOUNT RECEIVABLES			
1122	126 A/R TENANTS 667-C	469.98	
112201	126 A/R TENANTS 705-C	8,412.56	
1125	124 A/R DHCD	34,435.69	
	TOTAL ACCOUNT RECEIVABLES		43,318.23
ADVANCES			
1155	144 REVOLVING FUND	8,585.00	
	TOTAL ADVANCES		8,585.00
INVESTMENTS			
116201	131 ENTERPRISE #10226887	227,995.05	
116202	131 SPEC PURPOSE 10227831	394,010.92	
	TOTAL INVESTMENTS		622,005.97
DEFERRED CHARGES			
1210	142 PREPAID INSURANCE	12,311.84	
1211	142 PREPAID RETIREMENT		
1290	175 UNDISTRIBUTED CHARGES		
	TOTAL DEFERRED CHARGES		12,311.84
DEVELOPMENT COSTS			
1402	DEVELOPMENT COST	4,080,00.00	
1403	LESS DEV COST LIQUIDATION	(171,000.00)	
	TOTAL DEVELOPMENT COSTS		3,909,000.00
INVENTORY FURN/EQUIPMENT			
140399	INVENTORY FURN/EQUIPMENT	232,964.87	
1406	COMPLETED MOD COSTS	889,393.50	
1408	REOPENED 705-2 DEV	48,794.64	
	TOTAL INVENTORY FURN/EQUIPMENT		1,171,153.01
	TOTAL ASSETS		<u>\$ 5,772,073.23</u>

SEE ATTACHED COMPILATION REPORT

TEWKSBURY STATE CONVENTIONAL 400-01 HOUSING
BALANCE SHEET
DECEMBER 31, 2003

LIABILITY & SURPLUS

ACCOUNT PAYABLES			
2111	312 A/P OTHER		
2114	TENANT SECURITY DEPOSITS	\$ 1,769.82	
2118	333 A/P DHCD		
2119	347 A/P REVOLVING FUND	<u>26,934.44</u>	
	TOTAL ACCOUNT PAYABLES		\$ 28,704.26
ACCRUED LIABILITIES			
2134	346 ACCRUED UTILITIES		
2137	333 ACCRUED PILOT	<u>5,660.00</u>	
	TOTAL ACCRUED LIABILITIES		5,660.00
DEFERRED CREDITS			
2240	PREPAID RENTS		
2290	342 DEFERRED CREDITS	<u></u>	
	TOTAL DEFERRED CREDITS		0.00
FIXED LIABILITIES			
2321	GRANTS ISSUED	3,957,794.64	
2324	COMPLETED MOD CONTRIB.	<u>889,393.50</u>	
	TOTAL FIXED LIABILITIES		4,847,188.14
SURPLUS			
2400	VALUATION OF FIXED ASSETS	232,964.87	
2560	512 SPECIAL PURPOSE RESV	282,680.94	
2590	512 RETAINED EARNINGS	353,854.01	
2700	NET INCOME (DEFICIT)	<u>21,021.01</u>	
	TOTAL SURPLUS		<u>890,520.83</u>
	TOTAL LIABILITY & SURPLUS		<u>\$ 5,772,073.23</u>

SEE ATTACHED COMPILATION REPORT

**TEWKSBURY STATE CONVENTIONAL 400-01 HOUSING
BALANCE SHEET
SUBSIDIARY SCHEDULE
DECEMBER 31, 2003**

		<u>Current</u>	<u>Balance</u>
140399	INVENTORY FURN/EQUIPMENT		
140410	163 MGMT DWELLING EQUIP	\$ (1,704.00)	\$ 81,922.69
140471	164 MGMT OFFICE EQUIP	(562.75)	22,992.41
140472	164 MGMT MAINT EQUIP	2,350.00	60,897.00
140473	164 MGMT COMM RM EQUIP		
140477	164 MGMT AUTO EQUIP		67,152.77
	TOTAL	<u>\$ 83.25</u>	<u>\$ 232,964.87</u>
1408	REOPENED 705-2 DEV		
140810	141016 ADMIN		\$ 1,529.75
140811	141011 TITLE INSURANCE		540.00
140814	141014 LEGAL FEES		1,650.00
140828	1420.08 OTHER INCOME		(3,275.51)
140833	143003 SURVEY		250.00
140843	144003 ACCRUED TAXES		1,911.40
140845	144005 RECORDING FEES		189.00
140860	1460 DWELLING		46,000.00
	TOTAL	<u>\$ 0.00</u>	<u>\$ 48,794.64</u>

SEE ATTACHED COMPILATION REPORT

TEWKSBURY FEDERAL MOD PROGRAMS
BALANCE SHEET
DECEMBER 31, 2003

ASSETS

	ACCOUNT RECEIVABLES		
1125	122 A/R HUD		
1129	125 A/R OTHER		
112901	144 A/R MA 139-1		
	TOTAL ACCOUNT RECEIVABLES		\$ 0.00
	DEFERRED CHARGES		
1290	167 WORK IN PROCESS		
	TOTAL DEFERRED CHARGES		0.00
	MOD CIAP		
140099	CLOSED HARD COST		
	TOTAL MOD CIAP		0.00
	CAPITAL FUND 2000		
140198	CLOSE SOFT COST		
140199	CLOSED HARD COST		
	TOTAL CAPITAL FUND 2000		0.00
	CAPITAL FUND 2001		
140298	CLOSE SOFT COST		
140299	CLOSED HARD COST		
	TOTAL CAPITAL FUND 2001		0.00
	FIXED ASSETS		
1506	161 LAND		
1507	162 BUILDING		
1508	163 EQUIPMENT DWELLING		
1509	164 EQUIPMENT ADMIN		
1510	165 LEASEHOLD IMPROV		
1515	166 ACCUM DEPRECIATION		
	TOTAL FIXED ASSETS		0.00
	CONTRACT REGISTER		
1801	A/E COOK A/C 140030		
1802	ACCURATE PAVING 140050		
1851	A/E COOK A/C 140030		
1852	ACCURATE PAVING 140050		
	TOTAL CONTRACT REGISTER		0.00
	TOTAL ASSETS		<u>\$ 0.00</u>

Read Accountant's Compilation Report

**TEWKSBURY FEDERAL MOD PROGRAMS
BALANCE SHEET
DECEMBER 31, 2003**

LIABILITY & SURPLUS

ACCOUNT PAYABLE		
2111	312 A/P OTHER	
2112	312 RETENTIONS	
2118	331 A/P HUD	
2119	347 A/P REV FUND	
211901	347 A/P MA 139-1	
	TOTAL ACCOUNT PAYABLE	\$ 0.00
OTHER DEFERRED CREDITS		
2290	353 DEFERRED CREDITS	
	TOTAL OTHER DEFERRED CREDITS	0.00
EQUITY		
2700	NET INCOME, - DEFICIT	
2802	504 HUD/PHA CONTRIBUTION	
2806	512 RETAINED EARNINGS	
280601	512 R/E CIAP 99	
	TOTAL SURPLUS	0.00
	TOTAL LIABILITY & SURPLUS	\$ 0.00

Read Accountant's Compilation Report

**TEWKSBURY FEDERAL MOD PROGRAMS
BALANCE SHEET
SUBSIDIARY SCHEDULE
DECEMBER 31, 2003**

		<u>Current</u>	<u>Balance</u>
1400	CIAP 902-99 \$ 69,081		
140010	1410 ADMINISTRATION		
140030	1430 A/E COOK		
140050	1450 ROAD WORK		
	TOTAL	<u>\$ 0.00</u>	<u>\$ 0.00</u>
140101	CAPITAL FUND 2000 \$ 16605		
140108	1406 OPERATIONS	\$ (1,720.40)	
140110	1410 ADMINISTRATION		
140130	1430 A/E FEES & COST	(5,405.60)	
140150	1450 ADDL ROAD/PARKING	<u>(9,479.00)</u>	
	TOTAL	<u>\$ (16,605.00)</u>	<u>\$ 0.00</u>
140201	CAPITAL FUND 2001 \$ 16926		
140208	1406 OPERATIONS	\$ (16,926.00)	
140210	1410 ADMINISTRATION		
140230	1430 A/E FEES		
140250	1450 ADDL ROAD & PARKING		
	TOTAL	<u>\$ (16,926.00)</u>	<u>\$ 0.00</u>

Read Accountant's Compilation Report

**TEWKSBURY 689-1 GERRY DEVELOPMENT
BALANCE SHEET
DECEMBER 31, 2003**

ASSETS

	CASH		
1111	ENTERPRISE BANK #10226829	\$ 71,500.95	
	TOTAL CASH		\$ 71,500.95
	DEFERRED CHARGES		
1211	PREPAID RETIREMENT		
	TOTAL DEFERRED CHARGES		0.00
	DEVELOPMENT COSTS		
140201	DEV COST CLOSED	559,673.76	
140250	INVENTORY EQUIPMENT	2,369.99	
	TOTAL DEVELOPMENT COSTS	562,043.75	
	TOTAL ASSETS		<u>\$ 633,544.70</u>

LIABILITY & SURPLUS

	ACCOUNT PAYABLE		
2111	ACCT PAYABLE OTHER	\$ 160.00	
2119	REVOLVING FUND	(11,330.66)	
	TOTAL ACCOUNT PAYABLE		\$ (11,170.66)
	ACCRUED LIABILITIES		
2137	PAYMENT IN LIEU OF TAXES	465.60	
	TOTAL ACCRUED LIABILITIES		465.60
	FIXED LIABILITIES		
2320	GRANTS ISSUED	559,673.76	
	TOTAL FIXED LIABILITIES	559,673.76	
	SURPLUS		
2400	VALUATION FIXED ASSETS	2,369.99	
2460	GIFTS & DONATIONS	2,022.52	
2590	OPERATING RESERVE	76,284.05	
2700	NET INCOME (DEFICIT)	3,899.44	
	TOTAL SURPLUS	84,576.00	
	TOTAL LIABILITY & SURPLUS		<u>\$ 633,544.70</u>

SEE ATTACHED COMPILATION REPORT

TEWKSBURY 689-1 GERRY DEVELOPMENT
BALANCE SHEET
SUBSIDIARY SCHEDULE
DECEMBER 31, 2003

		<u>Current</u>	<u>Balance</u>
140250	INVENTORY EQUIPMENT		
140410	1465.1 DWELLING EQUIP		
140471	1475.1 MGMT OFFICE EQUIP		\$ 407.99
140472	1475.2 MGMT MAINT EQUIP		
140473	1475.3 COMM ROOM EQUIP		
140477	1475.7 MGMT AUTO EQUIP		1,962.00
	TOTAL	<u>\$ 0.00</u>	<u>\$ 2,369.99</u>

SEE ATTACHED COMPILATION REPORT

**TEWKSBURY 689-2 DMR DEVELOPMENT
BALANCE SHEET
DECEMBER 31, 2003**

ASSETS

	CASH		
1111	ENTERPRISE BANK #10226832	<u>\$ 88,388.55</u>	
	TOTAL CASH		\$ 88,388.55
	DEFERRED CHARGES		
1211	PREPAID RETIREMENT	<u> </u>	
	TOTAL DEFERRED CHARGES		0.00
	DEVELOPMENT COSTS		
140201	DEV COST CLOSED	547,955.50	
140250	INVENTORY EQUIPMENT	<u>2,307.69</u>	
	TOTAL DEVELOPMENT COSTS		<u>550,263.19</u>
	TOTAL ASSETS		<u>\$ 638,651.74</u>

LIABILITY & SURPLUS

	ACCOUNT PAYABLE		
2119	REVOLVING FUND	<u>\$ (10,248.38)</u>	
	TOTAL ACCOUNT PAYABLE		\$ (10,248.38)
	ACCRUED LIABILITIES		
2137	PAYMENT IN LIEU OF TAXES	<u>465.60</u>	
	TOTAL ACCRUED LIABILITIES		465.60
	FIXED LIABILITIES		
2320	GRANTS ISSUED	<u>547,955.50</u>	
	TOTAL FIXED LIABILITIES		547,955.50
	SURPLUS		
2400	VALUATION FIXED ASSETS	2,307.69	
2590	OPERATING RESERVE	94,514.19	
2700	NET INCOME (DEFICIT)	<u>3,657.14</u>	
	TOTAL SURPLUS		<u>100,479.02</u>
	TOTAL LIABILITY & SURPLUS		<u>\$ 638,651.74</u>

SEE ATTACHED COMPILATION REPORT

TEWKSBURY 689-2 DMR DEVELOPMENT
BALANCE SHEET
SUBSIDIARY SCHEDULE
DECEMBER 31, 2003

		<u>Current</u>	<u>Balance</u>
140250	INVENTORY EQUIPMENT		
140471	1475.1 MGMT OFFICE EQUIP		\$ 345.69
140472	1475.2 MGMT MAINT EQUIP		
140473	1475.3 COMM ROOM EQUIP		
140477	1475.7 MGMT AUTO EQUIP		1,962.00
	TOTAL	<u>\$ 0.00</u>	<u>\$ 2,307.69</u>

SEE ATTACHED COMPILATION REPORT

**TEWKSBURY 167-1 DMH DEVELOPMENT
BALANCE SHEET
DECEMBER 31, 2003**

ASSETS

	CASH		
1111	ENTERPRISE BANK #10226845	<u>\$ 39,340.17</u>	
	TOTAL CASH		\$ 39,340.17
	DEFERRED CHARGES		
1211	PREPAID RETIREMENT	<u></u>	
	TOTAL DEFERRED CHARGES		0.00
	DEVELOPMENT COSTS		
140201	DEV COST CLOSED	464,766.81	
140250	INVENTORY EQUIPMENT	2,307.69	
1410	DEVELOPEMNT COST	<u></u>	
	TOTAL DEVELOPMENT COSTS		<u>467,074.50</u>
	TOTAL ASSETS		<u>\$ 506,414.67</u>

LIABILITY & SURPLUS

	ACCOUNT PAYABLE		
2119	REVOLVING FUND	<u>\$ (3,701.31)</u>	
	TOTAL ACCOUNT PAYABLE		\$ (3,701.31)
	ACCRUED LIABILITIES		
2137	PAYMENT IN LIEU OF TAXES	<u>465.60</u>	
	TOTAL ACCRUED LIABILITIES		465.60
	FIXED LIABILITIES		
2320	GRANTS ISSUED	<u>464,766.81</u>	
	TOTAL FIXED LIABILITIES		464,766.81
	SURPLUS		
2400	VALUATION FIXED ASSETS	2,307.69	
2590	OPERATING RESERVE	42,825.21	
2700	NET INCOME (DEFICIT)	<u>(249.33)</u>	
	TOTAL SURPLUS		<u>44,883.57</u>
	TOTAL LIABILITY & SURPLUS		<u>\$ 506,414.67</u>

SEE ATTACHED COMPILATION REPORT

TEWKSBURY 167-1 DMH DEVELOPMENT
BALANCE SHEET
SUBSIDIARY SCHEDULE
DECEMBER 31, 2003

		<u>Current</u>	<u>Balance</u>
140250	INVENTORY EQUIPMENT		
140410	1465.1 DWELLING EQUIP		
140471	1475.1 MGMT OFFICE EQUIP		\$ 345.69
140472	1475.2 MGMT MAINT EQUIP		
140473	1475.3 COMM ROOM EQUIP		
140477	1475.7 MGMT AUTO EQUIP		1,962.00
	TOTAL	<u>\$ 0.00</u>	<u>\$ 2,307.69</u>

SEE ATTACHED COMPILATION REPORT

TEWKSBURY AFFORDABLE HOUSING OPPORTUNITY PROGRAM
BALANCE SHEET
DECEMBER 31, 2003

ASSETS

	CASH		
1112	ENTERPRISE # 10227857	<u>\$ 505.13</u>	
	TOTAL CASH		\$ 505.13
	ACCOUNT RECEIVABLE		
1129	ACCOUNT RECV - OTHER	<u> </u>	
	TOTAL ACCOUNT RECEIVABLE		0.00
	DEFERRED CHARGES		
1290	UNDISTRIBUTED CHARGES	<u> </u>	
	TOTAL DEFERRED CHARGES		0.00
	DEVELOPMENT COSTS		
1404	INVENTORY EQUIPMENT		
140471	1475.1 OFFICE EQUIP.	<u> </u>	
	TOTAL DEVELOPMENT COSTS		<u>0.00</u>
	TOTAL ASSETS		<u>\$ 505.13</u>

SEE ATTACHED COMPILATION REPORT

**TEWKSBURY AFFORDABLE HOUSING OPPORTUNITY PROGRAM
BALANCE SHEET
DECEMBER 31, 2003**

LIABILITY & SURPLUS

	ACCOUNT PAYABLES		
2111	ACCT PAY - OTHER		
2119	ACCT PAY REVOLVING FUND		
2135	ACCRUED COMP ABSENCE	_____	
	TOTAL ACCOUNT PAYABLES		\$ 0.00
	OTHER DEFERRED CREDITS		
2290	UNDISTRIBUTED CREDITS	_____	
	TOTAL OTHER DEFERRED CREDITS		0.00
	SURPLUS		
2590	OPERATING RESERVE		
2700	NET INCOME, - DEFICIT	\$ 505.13	
	TOTAL SURPLUS		505.13
	TOTAL LIABILITIES & SURPLUS		<u>\$ 505.13</u>

SEE ATTACHED COMPILATION REPORT

TEWKSBURY TOWN HOUSING PROGRAM
BALANCE SHEET
DECEMBER 31, 2003

ASSETS

	CASH		
1112	ENTERPRISE # 316202	<u>\$ 22,159.77</u>	
	TOTAL CASH		\$ 22,159.77
	DEFERRED CHARGES		
1211	PREPAID RETIREMENT	<u> </u>	
	TOTAL DEFERRED CHARGES		0.00
	OFFSETTING INCOME		
1506	161 LAND		
1507	162 BUILDINGS		
1508	163 EQUIPMENT DWELLING		
1509	164 EQUIPMENT ADMIN		
1515	166 ACCUM DEPRECIATION	<u> </u>	
	TOTAL OFFSETTING INCOME		<u>0.00</u>
	TOTAL ASSETS		<u>\$ 22,159.77</u>

LIABILITY & SURPLUS

	ACCOUNT PAYABLE		
2119	REVOLVING FUND	<u>\$ 94.00</u>	
	TOTAL ACCOUNT PAYABLE		\$ 94.00
	FIXED LIABILITIES		
2320	TOWN GRANTS	<u> </u>	
	TOTAL FIXED LIABILITIES		0.00
	SURPLUS		
2400	VALUATION FIXED ASSETS		
2590	OPERATING RESERVE		
2700	NET INCOME (DEFICIT)	<u>22,065.77</u>	
	TOTAL SURPLUS		<u>22,065.77</u>
	TOTAL LIABILITY & SURPLUS		<u>\$ 22,159.77</u>

SEE ATTACHED COMPILATION REPORT

Parking Clerk

A hearing on any parking violation may be obtained upon the written request of the registered owner of the vehicle, as stated on the parking violation notice.

Year 2003 Fines collected and deposited with the Town Treasurer - \$28,912.00

Parking Ban (Overnight-Inclement Weather) Town By-Law 8.24.010

It shall be unlawful for any vehicle, other than one acting in an emergency, to be parked on any street from 12:00 (Midnight) to 6:00 AM. This shall take effect on November First of each year and end on March Thirty-First. (A fine of \$10.00 will be imposed for a violation of this Section).

It shall be unlawful for any vehicle, other than one acting in an emergency, to be parked on any street, day or night, when it is snowing or when icy conditions exist. (A fine of \$10.00 will be imposed for a violation of this Section).

Any vehicle, other than one acting in an emergency, parked, day or night, on any street in the Town, so as to interfere with the work of removing or plowing snow, removing ice, or sanding the street, may be removed or towed away, at the sole expense of the registered owner of said vehicle, under the authority and direction of the Superintendent of the Department of Public Works to a public garage or any convenient place. The Superintendent of the Department of Public Works shall within a reasonable time, notify the Chief of Police of the removal of any such vehicle and of the place to which it has been removed, and the Chief of Police shall give like notice to the registered owner of the vehicle.

Vehicles so towed away shall be stored in a safe place and restored to the registered owner thereof upon proper identification and full payment, to the Town or to the Keeper of the place of storage, for the expenses incurred in such removal and storage. Inquiries, about vehicles so towed away, shall be made at the Police Station. This allows easy and uninterrupted access for the fire, police, school buses, snowplows, sanders, and other emergency vehicles.

Effective January 2000 unauthorized parking in a designated handicap parking area will carry a violation fine of \$100.00 and parking in a fire lane will carry a violation fine of \$100.00.

TEMPORARY HANDICAPPED PARKING PLACARD/PERMIT. (Town By-Law 8.24.020)

Any motor vehicle bearing a handicapped parking permit, a Temporary Handicapped Parking Placard/Permit, or a motor vehicle Registration Plate designating the vehicle as one used by a handicapped person, shall be authorized to park in a designated handicapped parking space. The Town Clerk may issue a Temporary Handicapped Parking Placard/Permit to any Tewksbury resident upon application and with a supporting letter signed by a licensed physician designating the applicant as physically handicapped. The temporary HANDICAPPED PARKING Placard/Permit shall be issued with an expiration date not to exceed 180 days from the date of issue and shall be displayed so as to be visible through the left portion of the front windshield of any vehicle parked in a designated Handicapped Parking Space. The Temporary Handicapped Parking Placard/Permit will be mutually honored by the Towns of Billerica, Chelmsford, Dracut, Tewksbury, Tyngsboro, Westford, and the City of Lowell. For further information pertaining to the Temporary Handicap Parking Permits please notify the Town Clerk's Office at 978-640-4355.

Respectfully submitted,
Elizabeth A. Carey, CMC, CMMC
Town Clerk - Parking Clerk

Town Clerk

TOWN STATISTICS

	2003	2002
Population	29,979	29,960
Licenses -		
Dogs	1,671	1,858
Sporting	439	375

FINANCIAL

1/1/2003 - 12/31/2003

Fees to Town Treasurer	\$42,227.52
Dog Fees to Treasurer	18,739.00
Sporting Licenses to State	8,110.50
Parking Fines to Town Treasurer	28,912.90
TOTAL	\$94,006.92

VITAL STATISTICS

	As of 12/31/2003	
	2003	2002
Births	291	323
Marriages	129	140
Deaths	253	260

Chapter 45, Section 15 of the Massachusetts General Laws: The Town Clerk will furnish blanks for the return of Births to parents, householders, physicians and registered hospital medical officers applying therefor.

The Town Clerk holds office hours Monday through Friday from 8:30 a.m. to 4:30 p.m., and Tuesday evenings from 7:00 p.m. to 8:30 p.m.

Respectfully submitted,
Elizabeth A. Carey, CMC, CMMC
Town Clerk

E911 DISABILITY NOTIFICATION FORM

This notification will provide additional information to the Public Safety Officials so they will be better prepared to serve you.

ALERTING PUBLIC SAFETY OFFICIALS: POLICE, FIRE & AMBULANCE SERVICE

You or any individual residing at your address who communicates over the phone by a TTY and/or has a disability that may hinder evacuation or transport, may request an E911 Disability Notification Form from the Town Clerk's Office by calling 978-640-4355, Monday-Friday, 8:30 AM to 4:30 PM.

PASSPORT AGENCY – TOWN CLERK OFFICE

Town Clerk Elizabeth Carey, Assistant Town Clerk Kathleen Garrant and Sandra Turcotte have successfully completed the requirements of the State Department's Passport Application Acceptance Program.

The Town Clerk's Office is offering the Passport Service Monday through Friday, 9:00 AM to 3:00 PM at the Town Hall, 1009 Main Street.

Veterans' Services

OFFICE HOURS ARE MONDAY THROUGH FRIDAY
8:00AM - 4:30PM

The Veterans' Services Department has again been active in helping the town's veterans. They have provided financial support to those veterans needing assistance, and administrative support interpreting and filling out the sometimes complex federal and state veteran's forms. In 2003 the Federal Government (VA) expanded veteran's benefits, offering a wider range of prescriptions and medical care to the veterans. This greatly increased the number of veterans applying for State and VA Hospital services. On the state level, your Veterans Service Officer, as a member of the MVSOA, which has worked hard to get legislation passed, improved the definition of a veteran and securing better benefits for veterans. This Veterans Service Officer attends monthly meetings of the American Legion, Disabled American Veterans and Veterans of Foreign Wars, and handed out a book by the Secretary of the Commonwealth William F. Galvin (Veterans' Laws and Benefits). The Veterans Service Officer has represented the Town at several patriotic functions, Veterans Day and Memorial Day.

The Department of Veterans Services continues to offer to the veterans and his dependents, or the widows of veterans, services in a wide range of categories; such as:

VA Pension	Grave Markers
Hospitalization (in and out patient)	Social Security Assistance
Burial Allowance	Disability Assistance
Drug & Alcohol Treatment	Industrial Accident Cases
Educational & Vocational Training	Retirement Matters
Copies of Discharges (DD214)	Military Records

The Department of Veterans' Services does not stand alone in serving the Town's veterans, but works with the other Veterans' and Fraternal Organizations of the Town. I would like to thank them all for their time, efforts and contributions. Special thanks should also go to the Town Manager, Board of Selectmen and other Town Departments for their help in making this a Town where the veteran is well served

Respectfully submitted,
James F. Williams
Director, Veterans' Services

Public Works

In the year 2003, there were many improvements made to the streets in town in keeping with our pavement management program. We have also completed several projects in town as well as our on-going sewer project. At this time, I would like to take the opportunity to ask all residents to welcome the new Superintendent, Toma Duhani, P.E. to the D.P.W. He will begin his new endeavor beginning January 1, 2004.

The following are additional accomplishments of the DPW and staffing:

<u>Administration</u>	<u>Service Date</u>		
William R. Burris, Jr., Superintendent	1978	Robert Nolan	1986
Linda Monahan	1983	Kevin Conlon	1984
Sue Patterson	2001	Michael Peters	1987
		Kenneth Layne	2001
		Stephen VonKahle	2000
<u>Highways</u>		<u>Water/Sewer</u>	
Robert Belida	1983	William Wilkinson	1966
Lawrence Kane	1984	George DeRoche	1972
Ernest Lightfoot	1972	Richard Westaway	1972
James Lightfoot	1984	Jack Ward	1984
Richard Stoddard	1982	Brian Gath	1985
Timothy Stronach	1985	Kenneth Chandler	1998
Michael Peters	1987		
Bernard Marion	2000		
Louis Marion	2002		
<u>Vehicle Maintenance</u>		<u>Water Treatment Plant</u>	
Royal Hudson	1986	Lewis Zediana	1988
Larry Gilbert	2001	Ed Viewig	1988
Mark Wood	2002	John Salerno	1989
		Michael Donovan	1994
		Erik Gitschier	1999
		Robert Minor	1999
		Frank Giannetti	1985
		Matt Hirtle	2002
<u>Parks/Tree</u>			
William Chandler	1976		
Connie Barry	1984		

Streets Paved

162 feet on Whipple, 419 feet Chandler Street, 462 feet on Kendall Road, 1,209 feet on Lancaster Drive, 1,280 feet on Shawsheen Steet, 1,101 feet on Pinnacle Street and 469 ' on Maple Street.

Street Sweeper

All streets were swept in the South Section, East Section Center Section, North Section and West Section as well as all schools and municipal areas throughout town.

Streets that were graded:

Saville Street, Dalton Street, Carver Street, Old Stagecoach Road, Corbett Street, Rosewood Ave, Erica Lane, Dock Street, a section of Florida Road, Johnson Road, Rice Road, Ellis Ave, Shawsheen Ave, Martel Lane and Taft Road.

Catch Basins repaired:

112 Florence Ave, 1380 Whipple Road, 4 Campbell Circle, 41 Clever Land, 850 & 901 Old Shawsheen Street, 5 Vernon Stret, 100 Redgate Road, 28 Adams Street, 61 Briarwood Road, 60 Navillus Road, 25 Oxford Rd., (manhohle), 94/95 Leighton Lane, 889 Cinnamon Circle, 21 Sycamore Drive, 33 Tomahawk Drive, 7 Leary Drive, intersection of East Street and Chandler Street Chandler Street by Rte 38 Main Street, 82 Mt. Joy and 10 Greylock Road. Pending Basin Repairs: 39 Bradford Road.

Catch Basins/Pipes Insatalled

31 Devonshire Road, 208 Whipple Road, (150' of plastic pipe w/basin), intersection of Beech Street and Cooldige Street, 1424 Shawsheen Street, 12 Oakland Ave, Pine Street at DPW, 56 Michigan Road, DPW leaching basin, 104 Arkansas Road and 17 Rogers Street.

Berm Installed:

655 Whipple Road, 14 Hood Road, 976 South Street, 555 South Street, 140 Eastgate Road, 8 Caoyga Road, 6 Crest Road, 354 North Street, Trullbrook Lane, 80 Evergreen Road, 50 Kennedy Road, 101 Meridith Road, 30 Spaulding Court, North Street School, Livingston Street Recreation Area.

Catch Basins/Manholes Cleaned:

152 structures cleaned as of Fall 2003. (note: private contract limited w/new Jet-Vac truck purchase)

Traffic/Street Signs & Lines:

52 traffic signs were repaired throughout the town, 73 new traffic signs and post were installed, 18 traffic dilineaters, South & East Sections of town had 12 crosswalks painted, 23 crosswalks painted in the Center Section, the North Section had 18 croswalks painted. There were also 56 Stop Lines painted. Linestriping as done on 28 streets in Tewksbury.

Special Projects (carpentry, masonry, manpower requests):

Additional material enclosed constructed at the DPW along with salt shed repairs. The Town Hall Annex outdoor covered mailbox project, Town Message Board upgrade, weekly inspection of beaver-related problems.

Services, equipment and manpower rendered to the following agencies:

Town Manager's Office, Board of Selectmen's Office, Town Clerk's Office, Police Department detective bureau, Fire/Civil Defense, Assessor;s Office, Administrative Services Office, Treasurer's Office, Collector's Office, Media Specialist, Water Treatment Plant, Patten Library, Board of Health Director's Office, Community Development Office, Building Commissioner's Office, Senior Center, Housing Authority, School Department, DPW Superintendent's Office and DPW hallway renovations.

A special best wishes to William Burris who retired in December, 2003. "Good Luck" from all of us.

Vehicles Maintained

Police
Dog Officer
Civil Defense
Auxiliary Police
Community Action Committee

Christmas Trees Recycled	232
Recycling Bins Sold	200
Oil Recycled	2,356

In closing, I would like to thank the entire Public Works Staff for their continued efforts and support to provide the best services to the residents of the Town of Tewksbury.

Respectfully submitted,
William R. Burris, Jr.,
Superintendent of Public Works

COMMUNITY ACTIVITIES

*Library Trustees
Recycling Committee*

Council on Aging

*Recreation Department
Historical Commission*

Library Trustees



Board of Library Trustees 2003-2004

Mary MacDonald, Chairman

Warren Carey

Joan Dunlevy

Brenda Orio

Janet Sutton

Karen Lu (*resigned, July, 2003*)

Mark O'Connor (*appointed, September, 2003*)

Does anybody read books anymore? In the Internet age, why do people still use bricks-and-mortar public libraries?

Tewksbury residents use the library for the traditional reason: reading books. More than 80% of our total circulation in 2003 came from the loan of books and magazines. The library supplies board books and picture books for toddlers, large print books for our seniors, and books for every age group in between. Our readers enjoy access to best-selling fiction and non-fiction. Mysteries have been separated from the general fiction collection, and have an avid following. Do-it-yourself books, self-help books, resume preparation and financial planning are subjects showing increased use recently. For an overview of library activity during 2003, check out the statistics summary located at the end of this article.

Regular story hours introduce children --- from infants and toddler groups to preschool and school age--- to books and reading. And what would summer be without the weekly programs and special presentations that accompany the summer reading club activities? Monthly book discussion groups for both children and adults give readers the opportunity to develop critical thinking skills.

Since moving into the "new" building in 1999, we have hosted annual author series, inviting well-known writers to discuss their craft. In 2003, Anita Diamant, author of the critically acclaimed The Red Tent, had a standing-room-only crowd spellbound as she read from her most recent novel, Good Harbor. Later in the year, Boston Red Sox chronicler Bill Nowlin discussed his biography of the legendary Ted Williams. Last summer, a large audience of teens participated in a series of writing workshops conducted by author Peggy Rambach. We suspect that many local residents who listened to last year's presentation by Andre Dubus are eagerly awaiting the release of the major motion picture based on his novel, The House of Sand and Fog. The series continues in 2004 with an appearance scheduled for October by author Jodi Picoult.

As we prepare to celebrate the fifth anniversary of the opening of the public library, we are faced with the challenge of maintaining currency in our collections, services, and equipment. This challenge is difficult during the current economic climate. The municipal appropriation for the current year (Fiscal 2004) shows a reduction of more than \$74,000 from last year's budget. Four full-time staff positions have been lost to retirements or layoffs.

To date, the library's hours of operation have remained intact, which allows us to maintain our accreditation status as certified by the Massachusetts Board of Library Commissioners. Certification provides numerous benefits. Financially, the Town benefits

from certification through direct State Aid to Public Libraries. The library itself benefits since accredited libraries are allowed to participate in numerous cost-saving cooperative purchasing initiatives. The inter-library loan system and daily courier services between libraries are benefits available based on accreditation status. Residents benefit since library users from accredited communities can use their library cards interchangeably at other Massachusetts public libraries. Loss of accreditation means that Tewksbury residents would no longer be able to borrow materials from other public libraries. Reciprocity exists only between libraries certified as meeting the Minimum Standards established by the Commonwealth's Library Commissioners, including hours of operation (based on population) and level of financial support.

To supplement the three million dollar bond issue that taxpayers voted for the construction of the building (with a current balance of \$2,216,000) the construction project was funded with grants and private donations. The library's staff members continue to actively pursue alternative funding sources for special purchases and programs. One example is our recent computer upgrade.

The first phase of a major upgrade to the public library's technology infrastructure was implemented during 2003, under a component of the Trustees' five-year strategic plan. Replacing the building's original 1999 equipment, twenty-five public access workstations were installed using gift funds from our generous benefactors. These computers provide access to the library's on-line catalog, as well as to the Internet, word processing and other applications, and a wealth of electronic databases and reference resources. During 2003, the computers on the library's second floor were used more than 10,000 times by adults and teens. The rate of computer use for adults rose from 200 per week to 250 per week following the hardware upgrade.

Public access to high speed Internet is provided free of charge courtesy of Comcast. In addition to using the library's workstations, patrons are able to bring in their personal laptops for Internet access on the second floor.

As another component of the Technology Plan, one-on-one computer instruction is now available during certain hours. Interested adults can obtain information on this service from Reference Librarian Christine Goodchild.

Internet workstations in the Children's Room were replaced through a grant from the Bill and Melinda Gates Foundation. The Gates Foundation also provided a number of high quality, and well-used, computer applications for children.

Library users with Internet access can place their own requests for library materials and view their accounts. Library holdings can be viewed through the consortium's on-line catalog. Overdue notices and reserve notices can be sent via e-mail, giving the library user more rapid notifications and saving postage costs for the Town. Between MVLC's web-site (www.mvlc.org) and the library's own frequently updated web-site, www.tewksburypl.org, local residents can find information about the library and its resources, including events for children and adults, important notices and library news. From our Reference Department's page, library users can e-mail questions to the Reference Desk or access on-line Reference Help 24/7 through our affiliates. Also from the Reference Department's web page, local teachers can send us a Homework Alert that allows us to gather appropriate resources for school assignments.

From the Children's Room's web page, schedules for story hours, craft programs, book discussion groups and other activities and resources can be easily accessed. As a result of patron requests, evening programs have been added in the Children's Room. Occasional Saturday programs are held throughout the school year.

Our Teen Page offers Homework Help, College Resources, and information about programs and services, which are coordinated by Elizabeth Berlik. Several workshops for teens have been conducted during the past year, supported by grant funding from the Tewksbury Cultural Council and the Friends of the Library. Suggestions for teen programs are always appreciated.

New materials at the library are processed through our Technical Services Department. From our web-page, click on the link, [New Materials](#) to review recent acquisitions. Our Circulation Desk is represented on the site with library registration and use guidelines, information about our museum pass program, hours of service and directions, and other general information.

We appreciate the efforts of all members of the library staff who are responsible for the actual delivery of library services.

Library Director	Elisabeth Desmarais
Reference Librarians	Elizabeth Berlik
	Christine Lower Goodchild
Technical Services Librarian	Leah Weinryb Grosгал
Children's Librarian	Noelle Couture
Children's Specialist	Karen Grasso
Technology Specialist	Joyce Salvato
Executive Secretary	Mary Toombs

and the members of our support staff:

Judy Bangs	Heather MacLeod
Marilyn Fowler	Jamie Lightfoot
Gail Holland	Jennifer Newton
Mary Kutcher	Joanne Toppin

Our front desk employees are our greatest source of strength. We deeply appreciate their unflagging devotion to their jobs and their enthusiastic promotion of books and reading. The library trustees extend our best wishes to Mary Kutcher, who retired on December 31, 2003 after fifteen years of dedicated service.

John Crowe provides custodial and maintenance services at the public library. Our evening maintenance worker is Eric Rose. We would also like to express our appreciation to our high school pages.

During the past year, the trustees have researched the implications of the Patriot Act and the Children's Internet Protection Act and the effects of these two pieces of federal legislation on the privacy rights of library users. At the present time, the library's computers are not filtered. However, library staff members enforce our Internet Access policies, which are available on the library's web site. Our long-range planning process will continue to provide the strategic and tactical guidelines for providing optimum services and resources for the Town's residents.

The Library Trustees invite local residents to attend our monthly meetings. Dates and times are posted on the library's web-page (click the link, [Trustees](#).) At these meetings, the six elected Trustees deal with policies and goals for the library. The trustees encourage local residents to "read more in 2004" and to make use of the library's collections, services, and special programs

Library Hours:

Monday - Thursday	9 a.m. - 9 p.m.	
Friday & Saturday	9 a.m. - 5 p.m.	
Telephone	978.640.4490	
	Circulation	ext. 202
	Reference	ext. 207
	Children's Room	ext. 204
Web-sites	www.tewksburypl.org	
	www.mvlc.org	

At A Glance

Collection size	80,634
FY 2003 total expenditures	\$993,230
State Aid received	\$29,367
Spent on books & other materials	\$136,140
Number of registered borrowers	25,120
Number of items checked out in 2002	198,462
Reference questions answered	11,675
Attendance FY 2003 (<i>counted</i>)	176,800
Attendance FY 2002 (<i>estimated</i>)	150,000
Number of children's programs	254
Attendance at children's programs	4,877

Council On Aging

"For Auld Lang Syne"

As the clock struck midnight on New Years Eve, many of our Tewksbury Senior Citizens were among those around the world singing Auld Lang Syne...reminiscing found memories and friendships of the past and present and looking toward the days ahead with "vim 'n vigor". So began 2003...a year that would prove to bring challenges, successes, loses, disappointments, and revival.

In February, the Council on Aging and Friends of the Elderly celebrated Valentines Day honoring 16 Tewksbury couples who had reached their 50th wedding anniversary. Tribute was also paid to the additional 8 couples who had been guests in previously years. This recognition was a testament to longevity and to the fact that the elderly are the fastest growing segment of our nation's population.

Statistics show that a shift in demographics has brought about changes in our society. The Administration on Aging reports that since 1990, the percent of Americans over 65 has tripled with the 85 and over group growing the fastest. An indication of how times and "ages" are changing can be seen from a study of Americans done by the city of Albuquerque in 2002. As reported: "A baby boomer, a member of the post World War II generation that now makes up one third of all the United States population, will turn 50 years old every seven (7) seconds for the next 15 years."

A recent Master Plan study for Tewksbury showed that the town's elderly population over the last decade increased by 746 people at an unusually high rate of 22.5% and mainly among those persons 75-84 years of age.

Projected increases calculated from the current town census show us that in six years, 2010, the elderly population will have increased by 50%; and, in ten years, 2016, this population will have doubled. With the completion of 55+ housing units such as Stonebury and Emerald Court, the calculations below will plug in a year or two earlier.

Year	Increase of Residents turning 60	New elder population figure	1% death rate factor	Projected Elder Population
2003	318	4,718	47	4,671
2004	282	5,000	50	4,950
2005	355	5,355	54	5,301
2006	420	5,775	58	5,717
2007	345	6,120	61	6,059
2008	371	6,491	65	6,426
2009	343	6,824	68	6,756
2010	364	7,188	72	7,116 *
2011	423	7,611	76	7,535
2012	374	7,985	80	7,905
2013	432	8,417	84	8,333
2014	430	8,847	88	8,759
2015	492	9,339	93	9,246
2016	452	9,791	98	9,693 *

In the years ahead, the field of Gerontology will be wide open and Senior Centers will take a leading roll in the community.

The average daily participation at the Senior Center is 155. This figure does not include any large gathering. Considering at least one large gathering per week, it is estimated that there are 1,000+ people passing through the doors of the Senior Center each week. These figures indicate a 12% increase from the calculations done back in 1996 when plans for expansion began. At random, we pulled attendance data from our STAR tracking program and from July 1 to October 1, 2003 we found that seventy (70) new participants registered at the Senior Center. As COA member Mark Wood stated: "Other than the schools, there is no other Town building that has this type of traffic".

The recorded number of service units rendered to our elderly through the Senior Center was 34,509. There were 14,700 congregate and meals on wheels served. Telephone contacts numbered 14,910. The number of people providing services were: 3 town employees; 12 contractual instructors; 2 part-time grant funded employees; 7 nutrition project staff; 1 Elder Services Senior Aide; 1 Community Teamwork Senior Companion; 11 volunteer supervisors; 12 volunteer receptionists; and, approximately 123 volunteers. Volunteer donated 25,960 hours in 2003.

In addition to the 53 programs offered at the Senior Center, the following events were held in 2003: 10 monthly dinner dances; 2 Christmas dinners; 7 breakfast benefits (with proceeds from two benefits donated to the Food Pantry and towards the purchase of useful items for our Tewksbury rooted service men and woman in Iraq); 4 public meals; 3 yard sales one of which benefited the Senior Citizen's Memorial Day Parade Floats; and, an Annual Tea, Art Show, Golf Tournament and Fair. Our Seniors also manned the monthly recycling day at the DPW in the good weather months.

The Council is pleased to report that its Senior Citizen band is now turning into a full orchestra. There are now eleven musicians in the orchestra and we have been blessed with the direction of Roger Whittlesey who recently retired from the School Department. Our Senior Citizen softball team is still going strong. It meets twice a week from May through the end of September at Livingston Field, and at the fields in Sudbury and Worcester.

The Senior Center was used on two occasions as an emergency shelter during the year. It is a polling site during elections. It was also the location for presentations and meetings of the Historic Society, the Tewksbury Community of Artists, the Tewksbury Garden Club, the Piecemakers, the Golden Age Club and is a host site for the Board of Health Public Nurse and its Flu Vaccine Clinics.

In June of 2003, the Council on Aging conducted a survey and needs assessment study which was funded by a State COA Formula Grant. The survey was mailed to the 9,000 homes in Tewksbury. The response was above average at 13%. Out of the 1,196 residents who replied 8.4% were elderly (60+) and 4.8% were non-elderly.

The main concerns among respondents were: health matters 625 (52%); medical costs 535 (45%); and, finances 383 (32%). Areas where interest was sought were: support groups 482 (40%); assistance programs 342 (29%); pre-retirement seminars 244 (20%); and, a Friendly Visitor and/or Telephone Reassurance programs.

The COA continues to addresses many of these areas as it assists the elderly with applications for fuel assistance, tax assistance and referrals. Seminars on health and insurance matters were held in 2003 and will be held again during the open enrollment of 2004. Our Public Nurse and several other agencies provided health and well being seminars on the topics of cancer, diabetes and related health issues.

During the holiday season, the Merrimack Valley Hospice Program held a bereavement support group at the Senior Center. A Friendly Visitor Program and a Telephone Reassurance Program were developed and will be initiated early in 2004. However, the department's efforts were limited due to the lack of available space and time slots. Hence, we were faced with yet another year in the dilemma of meeting those unmet needs of our elderly. Among these needs is the need for support groups for those facing the hardships of Alzheimer's, Parkinson's and Huntington's Disease, Stroke, and for those who are caregivers. The Council could not add any additional programs in art, exercise, writing, music, etc. The list of interests and unmet needs is endless.

In October, the efforts of the Senior Center Building Committee, COA, its staff and many of our Senior Citizens came to fruition as the Senior Center Expansion project came before several public meetings, Special Town Meeting and a Special Election. Unfortunately, as we all know, the proposal was defeated by 85 votes. This was a disappointment to many and a disheartening factor in the delivery of services for our elderly.

As we stand in the present, our Senior Center facility is inadequate for all of work and projects that are undertaken and for all of the services which are to be rendered. There are two administrative offices both measuring 12 x 17. The Director's office is shared with the Administrative Secretary and the other office is shared by three positions: the Activities Coordinator, Volunteer Coordinator and the Senior Aide. The Town Nurse shares an 8x8 office/kitchen supply room with the VNA Nurse, Podiatrist, the Tax Assistant, SHINE Counselor and the Golden Age Club President. Our one crafts room does not handle any more than 15 people comfortably and many of our exercise classes are overcrowded. Parking is a problem as is the deplorable condition of our parking lot. Likewise, as you will see if you visit the Senior Center, storage is a major issue in every room. It has taken over space in the hallway, the lobby and the open closets in the main hall. We now have 3 overloaded sheds, one for medical equipment, the second for election equipment and the third for maintenance equipment.

As we meet the future, we are unprepared. We are not ready for the "tidal wave" as described by Building Committee and COA member Joel Deputat. The demands of the future will be two fold. People are living well into their 90s and early 100's. Delivering home services to this group will be paramount. On the other hand, concentration on the new, younger Senior Citizen

will present challenges. This sector is evolving into a “keep busy/keep healthy” generation. Their interests appear to lie in health maintenance, technology, education, community involvement and travel.

The Building Committee is now looking to cut the cost of its expansion project from that of \$6.2 million to a figure under \$5 million...a difficult task. The original blue print was fashioned after the needs of the present and future population. After much debate, the committee reduced the size from 34,000 square feet to that of 24,000. So, it's back to the drawing board for another cut to answer the voice of the people. At this time, it is unclear when an amended proposal will go before the community for another vote.

In closing, a note of thanks is extended to all those Town departments, agencies, and citizens who have helped the Council on Aging in its mission of serving our elders. We thank all of you who supported the Expansion Project in October 2003 and we ask that ALL residents take a closer look at the needs of our elderly. We encourage you to visit the Senior Center and learn first hand the scope of what we speak...and we ask for your support...for Auld Lang Syne by taking a cup of kindness, yet...for Auld Lang Syne and for our elderly; and, by voting in favor of the Senior Center Expansion Proposal when it comes before us in the future.

Respectfully submitted:
Linda Brabant, Director

Council Members

Norman DeMarais, Chairman
Joanne Aldrich, Vice Chairman
Bernice Sprague, Treasurer
Phyllis Gibson, Clerk
Warren Hupper
Joel Deputat
M. Peg Keefe
Mark Wood
Rose McKenna
Marie Durgan
Joan Unger

Alternate Members

Carolyn French
Muriel Gifford
Lorene Patch

COA Staff

Linda Brabant
Carol A. Hazel
Robert Noel
Sandy Geddry
Dee Wallace
Barbara Ward

Building Committee Members

Kevin Anderson, Selectman/ex-officio
David G. Cressman, Town Manager
Thomas Cooke, Finance Committee
Joel Deputat, COA Member
Robert Scarano, Friends of the Elderly
Linda Brabant, COA Director
Matthew Hakala, Resident
Carolyn French, Resident
Bill Wareham, Resident
Charles Coldwell, Selectman
Tara Coalkey, ex-officio member

Recreation Department

Each year we try to expand programs and activities for the residents of Tewksbury. This year we offered trips to New York City, Penn Dutch/Gettysburg, Prince Edward Island & New Brunswick and a 13 day cruise to Alaska.

We also took 50 people to Baltimore for a Red Sox game at Camden Yards. Everyone had a great time despite the rain.

Again in July we took two buses filled with Red Sox fans for another fun filled day at Yankee Stadium.

Livingston Street

Summer seemed to fly by as we kept the children enrolled in our summer program busy for eight weeks with activities and field trips. This year we offered archery which everyone enjoyed. We were amazed at the number of bull's-eyes the children got. The children also got to try their hand at Tennis as we were fortunate enough to hire a new counselor with Tennis experience. The children were lined up at the fence waiting for their turn. During the rainy days, we brought out the Karaoke machine and the children entertained us with their talents. Who knows, maybe some day one of them will be on American Idol! This summer also brought us out to Springfield, MA where some of the children visited the Basketball Hall of Fame. Of course, we also visited the old time favorites like Water Country, Canobie Lake, Good Times Arcade, Duck Tours and Cosmic Bowling.

This summer in conjunction with the Board of Health, a program on sun safety was implemented. Each day the UV rays were posted and all the children received a hat for protection from the sun.

We held our end of the year cookout, which was attended by all three camps. A DJ provided music while the children played on rides, participated in games and had their faces painted by the counselors. As always, the campers' talent show was a great success.

Also, a Junior Golf clinic for children ages 5-11 was offered during the summer.

It is again our hope to continuously improve programs to offer the children a variety of fun and safe activities.

Heath Brook Program

New this year was a six week extended day program for children ages 4 ½ to 6. It ran for 6 weeks at the Heath Brook School from 8 AM – 5 PM.

We also offer two three weeks sessions from 9 AM – 12 (noon). Each week had a different theme in which the children participated in activities related to the theme of the week. The children also participated in activities such as arts and crafts, games, playground fun, water games and much more. They had a lot of fun when they visited the Police and Fire Station, the Southwick Zoo, and library. The program was again a great success.

School Vacation

We held our extended day program during February, April and December vacations. Children ages 7-13 participated in a variety of field trips; including Good Times Arcade, Nashoba Valley snow tubing, and Cosmic Bowling to name a few. The children also had fun doing arts and crafts and playing games at the Recreation Department. Fun was had by all, children and chaperones alike.

Snow Days

We have a snow day program in place for when school is cancelled due to snow or inclement weather. Since we implemented this program three years ago, we have not had any cancellations; this year could be a different story. We open the Rec. Center from 8 AM – 5 PM. Please contact the Recreation Department for more details.

Extended Day Program

The summer extended day program ran in conjunction with the summer program at Livingston Street. The program ran from 8 AM – 5 PM to help working parents during the summer and vacation periods. The program is held at the Recreation Department and was a big success.

Nashoba Valley Ski Program

New this year was a six week after school program in January, which includes a one hour lesson plus an hour of free skiing.

Camp Pohelo

The Exceptional Children's Program provides recreational opportunities to Tewksbury residents ages three (3) to twenty-one (21) that have an active IEP. It is a six week summer day program that is held at the Loella Dewing School and runs from 9 AM – 2 PM. The children participate in a variety of activities including games, swimming sessions at Shawsheen Tech, arts and crafts, and athletics. The children also visited the Southwick Zoo had a tour of Fenway Park, weekly trips to the movies and went bowling.

A six week bowling program is offered on Saturdays in the months of January and February. The children are transported to these activities by a school bus.

Teen Center

The Teen Center is open for children in grades 7 and up on Mondays, Tuesdays, and Thursdays from 2:00 PM to 7:00 PM and on Fridays from 2:00 PM – 10:00 PM. The center is also open to children in grade 6 on Monday and Tuesday 2:00 PM – 7:00 PM and on Fridays 2:00 PM – 8:00 PM. All hours are subject to change depending on participation. The Teen Center provides a safe, supervised place for teens to socialize with their friends while playing pool, air hockey, fooseball and more. The Teen Center operates mainly on volunteer help and we are always looking for volunteers, if you are interested please contact the Recreation Department at 978-640-4460.

The Teen Center Haunted House and Family Hayride had a successful year. These events are the Teen Center's major fundraisers, to support the Teen Center throughout the year.

Family Recreation

On Wednesday night during the summer, we held the concerts on the common from 6:00 PM – 8:00 PM. Many talented musicians performed.

Wednesday night was also family movie night. A big screen was set up in the softball field on Livingston Street; families brought their blankets and watched the movies under the stars.

Our Father/Daughter Valentine Dance, ages 4-11, was a huge success and we are looking forward to this year's event.

Many families participated in our Safe Halloween. Children who wore costumes were treated to a bag of goodies while having fun on the rides.

Adult Recreation

Many adults joined us during the vacation weeks for our trips to the Fleet Center. We also offered trips to Foxwood and Mohegan Sun. During the summer, some adults enjoyed a trip to Baily's Island, with a stop in Freeport, Maine.

Basketball/Tennis Courts

The basketball/tennis courts were full of activity throughout the spring and fall. The area consists of 2 full size tennis courts and 2 full size basketball courts.

Skate Park

The skate park was busy again this year. The skate park will open for the season in April (weather permitting).

Patriotic Committee

The Memorial Day Parade will take place this year on Monday May 31, 2004. Anyone wishing to lend a hand or participate in the parade should notify the Recreation Department.

Fourth of July has all day activities for the whole family. This year's activities will take place on Sunday July 4, 2004, at Livingston Street Park. Watch channel 10 for a list of the day's activities.

Recreation Department Offerings

1. Showcase Cinema discount tickets (Lowell, Lawrence, and Woburn) \$6.00
2. Nashoba Valley discount ski tickets
3. Water Country discount tickets
4. Limited amount of Town T-shirts, long sleeve mock neck shirts, sweatshirts, custom baseball hats and winter hats on sale.

Summary

We had another great year, with many opportunities for growth and successes for the Recreation Department. We look forward to continued success and expanded services in the year ahead. Remember to watch channel 10 for up coming Recreation news or check out our web site at www.tewksburyrec.com.

Roy Patterson
Recreation Director

Recycling Committee

Environmental Day

On May 17th and October 18th environmental recycle days were held at the DPW. Metals, car batteries, oil, hazardous waste, air conditioners, CRTs, and propane tanks were collected. The two days were considered successful, with an average of about 350 cars per day.

Monthly Collections

On the third Saturday of each month, many materials are collected at the DPW. These items include: Oil, sheetrock, CRTs, and fluorescent light bulbs.

Fourth and Fifth Annual Tidy-Up Tewksbury Days

In the spring, the Committee invited the Community to help clean up an area of Town; in this instance, the corner of Whipple Rd. and Pond St. In the fall, the Community was invited to cleanup the area located at the corner of Main St. and Shawsheen St. In both cases, more than 50 people showed up to help clean up the trash found on the roads and in waterways in our town.

Scholarship Award

Two \$500.00 scholarships were given to graduating seniors at the Tewksbury High School in the name of the Tewksbury Recycling Committee and BFI.

Recycling in Schools

The Committee replaced more than 50 bins that were lost at both the Dewing School and the new John Wynn Middle School in the hope of increasing the recycling being done at each school.

Budgetary Allowances

The Committee purchased or created:

- (1) Coolers for our new incentive recycling program
- (2) Movies for TV in library
- (3) Prizes for Space Day
- (4) Promotional pens
- (5) Attendance at various workshops and seminars

Annual Recycling Flea Market

We had two scheduled Recycling Flea Market Days this year, one in the summer and one in the fall. This allowed people to "recycle" material in the old "one person's junk is another person's treasure" adage.

Collecting Recyclables:

The Committee collected bottles and cans from two major events this summer: Space Day and the Fourth of July. The Committee collected over 300 bottles/cans at Space Day and over 600 water bottles alone on the Fourth of July. Hats off to Marcy Rizzo for leading this group, as both days were extremely hot!

Recycling Coordinator

It is unfortunate that we lost our recycling coordinator, Courtney Benedict, this year. The state allocated its money elsewhere and Courtney was unable to continue in the position. It was a definite loss for Tewksbury.

Newspaper Articles

The Committee submits monthly articles to the Tewksbury Advocate to let the residents know what is going on concerning recycling and what is being done to promote it. We hope these articles have been informative.

New House Test Project

Committee member Marcie Rizzo, with the assistance of other members, continued the New House Test program, a program designed to provide new owners with recycling bins and informational packets, throughout the year. *

***Recycling Bins:**

The state has stopped its grant program, allowing towns to purchase recycling bins at a reasonable rate. Sandy Barbeau has placed an order through the state grant department for 5,000 recycling stickers that can be placed on a container of choice and used for recyclables.

Festival of Trees

The Committee purchased a live fir tree and decorated it with ornaments made from recycled materials. Each year the tree is donated to a municipal department for planting in the spring.

Mercury Exchange

The mercury thermometer exchange program continued this year. Residents are able to take their mercury thermometers to the Selectmen's Office, Town Hall, Monday through Friday 8:30 a. m. to 4:30 p. m. and exchange it for a digital thermometer. For your convenience, thermostats containing mercury are also collected for proper disposal but not for exchange.

Current Projects Under Construction

- (1) Improving recycling in all schools in the Tewksbury school system
- (2) Rewards Program – designed to "reward" people who recycle
- (3) 4th Annual Flea Market- Saturday, April 24th
- (4) 6th Annual Tidy-Up Tewksbury Day
- (5) E-Day – bigger and better!!!

I would like to take this opportunity to thank the members of the Recycling Committee for their dedication and hard work and the Committee would like to thank the residents of Tewksbury who take the time to recycle and urge other residents to participate in this worthwhile program.

Kristina Rogers
Chairman
Tewksbury Recycling Committee

Historical Commission

The Tewksbury Historical Commission is established by Massachusetts General Laws as accepted by Town Meeting. Its duties are directed toward the purpose of "preservation, protection and development of the historical or archeological assets" of the town of Tewksbury. Since the Commission's last reporting, it has begun operations with the increased seven member composition recently voted by Town Meeting. The Commission looks forward to putting these extra hands to good use on new projects which will help safeguard and promote appreciation of Tewksbury's rich heritage. During the past year, the Commission fulfilled its responsibilities under the Town's Demolition Delay By-Law, reviewing eight applications. The Commission also provided input to the Tewksbury Planning Board's current efforts to develop a Master Plan for the Town, and is currently working with the State Archeologist and Town Engineering Consultants to protect Native American sites which may be located within the Sewer Expansion Program construction areas.

The Commission also coordinates with the Tewksbury Historical Society, a non-Profit corporation which has grown to more than fifty members, and sponsors speaking and educational programs throughout the year. Recent topics included "Tom Sawyer, Gentleman Farmer" presented by Warren Carey and a discussion of local Native American history presented by Gene Winter and Dave Marcus. The Society organizes Charter Day Activities every December 27". It is also making program in assembling and cataloguing photographs, documents and other historical artifacts with a Tewksbury connection. Anyone wishing to donate or display these kinds of articles or who is interested in joining or learning about its events schedule can visit it's web site at www.tewksburyhistoricalsociety.org or call Sandra Mouser at 978-851-4966, Beverly Bennett at 978-851-6628, or Dave Marcus at 978-388-7262. The Historical Commission would also appreciate being contacted about preservation issues including any Historical or Archeological asset which may be threatened or unknown to us. The Commission can be reached by calling Chairman James J. Gaffney, III at 978-640-0200 or contacting one of the other members.

Respectfully Submitted,
THE TEWKSBURY HISTORICAL COMMISSION

James J. Gaffney, III, Chairman
Beverly Bennett, Vice Chairwoman
Eileen McDonagh, Secretary

Warren Carey, Town Historian
Raymond Paczkowski
Doug Sears
Keith Rauseo

SAFETY

Fire Department

Police Department

Fire Department

FIRE DEPARTMENT ROSTER-2003

Fire Chief:	*Thomas Ryan	1972			*Dale Lawrie	2000	
					*David Levy Jr.	1997	
Deputy Chief:	*George Yost	1976			Robert Little	1984	
					*Christina Merrill	2003	
Captains:	Robert A. Fowler	1970			*Stephen Powers	1982	
	*Michael Hazel	1988			*Alan Rosemond	1989	
	*Richard Mackey	1979			Kenneth Sandberg	2003	
	*James P. Ryan	1975			*Daniel J. Sitar	1987	
					*Daniel Small	1988	
Lieutenants:					*Steven Spencer	2002	
	John W. Burris	1972			*Vance Vonkahle	1987	
	*Robert Calistro	1988					
	*Michael Callahan	1989			*EMT		
	*Donald Greer	1986					
	*Scott Keddie	1987			Secretary:	Susan Perry	2002
	*Gary Kerr	1988					
	*David Levy Sr.	1973			Retired:	Stephen Cotugno	10/06/2003
	*Russell McGlauflin	1989				*John Lightfoot	12/31/2003
	*Timothy Niven	1985				*John O'Neill	10/05/2003
	*Michael Sitar Jr.	1984					
	*Albert Vasas	1989					
	*Jon Viscione	1985					
Firefighters:							
	*Scott Austin	2003					
	*Patrick Brothers	1995					
	*William Brothers	1997					
	*James Bruce	1995					
	*David Carney	1995					
	*Joseph Dogherty	1986					
	*Patrick Doherty	1997					
	*Oscar Forero	1985					
	*Joseph C. Fortunato	2001					
	*James A. Giasullo	1988					
	*Jeffrey Giasullo	1995					
	*Joseph Gillis	1997					
	*William Gosse	1998					
	Russell Gourley	1971					
	*Paul Guttadauro	1994					
	*Richard Hamm	1987					
	*Timothy Holden	1994					
	*Brian Hurley	1989					
	*David Karlberg	2001					
	*Joseph Kearns	1995					

FIRE DEPARTMENT ACTIVITY REPORT 2003

	JAN.	FEB.	MAR.	APR.	MAY	JUNE	JULY	AUG.	SEPT.	OCT.	NOV.	DEC.	TOTAL
AMBULANCE	181	165	149	156	160	221	173	175	159	177	166	190	2,072
ASSIST AMB.	135	126	114	123	127	165	134	137	114	129	111	140	1,555
AMB. MUTUAL AID	9	15	7	13	8	7	3	14	19	7	19	10	131
AUTO FIRE	1	3	3	1	2	3	6	3	2	0	0	2	26
BRUSH FIRE	2	1	5	23	11	4	9	4	3	3	2	1	68
ILLEGAL BURNING	2	0	3	6	13	4	1	1	3	2	11	2	48
STRUCTURE	18	15	7	5	8	6	12	5	7	16	11	13	123
DUMP/DUMPSTER	0	0	0	0	1	1	1	1	1	0	0	1	6
ELECTRICAL	0	0	1	1	3	1	2	5	2	1	3	1	20
FALSE/ACCIDENT	10	6	18	2	8	13	4	14	7	13	8	7	110
INSPECTIONS	26	42	81	42	63	82	77	52	87	51	15	15	633
INVESTIGATIONS	33	21	17	14	12	24	5	20	19	20	30	19	234
MUTUAL AID	1	0	0	5	2	3	1	5	0	2	4	1	24
SERVICE CALLS	53	33	48	41	54	59	61	56	53	62	49	62	631
HAZ-MAT	4	6	2	4	2	8	2	4	3	1	5	6	47
CO DETECTORS	1	1	0	1	1	0	1	0	1	2	1	2	11
TOTAL	476	434	455	437	475	601	492	496	480	486	435	472	5,739

Police Department

Police Department Roster

Chief of Police	John R. Mackey	1975		Jeffrey Suarez	1989
				Roger Tanguay	1984
Deputy Chief of Police	Denise L. Gundrum	1976		Stephen Torres	2000
Deputy Chief of Police	Alfred P. Donovan	1984		Brian Warren	1988
				Robert Westaway	1981
				James Williams	1996
Lieutenants:	George Hazel	1979			
	Ralph Ford	1980		R.A.D. Co-ordinator:	Lieutenant John Powers
	William Layne	1980			
	Edward Martin	1975		K-9 Officer:	Sergeant Timothy Kelly
	Dennis Peterson	1975			
	John Powers	1981		Prosecutor:	Lieutenant John Powers
	Timothy Sheehan	1987			
	Robert Budryk	1989		Safety Officer:	Officer Brian Warren
Sergeants:	John Barry	1984		E-911 Dispatchers: (Full time)	
	James McKenna	1980			
	Robert Stephens	1996		Head Dispatcher:	Edward Sullivan 1994
	John Voto	1996			
	Mark Perry	1988		Dispatchers:	Connie Morris 1994
	Scott Gaynor	1995			Matthew Small 1996
	Robert Fields	1996			Garin Worth 1997
	Timothy Kelly	1995			Karen Poisson 1997
					Jennifer Downey 1997
Chief of Detectives:	Lt. Dennis Peterson	1975			David Godin 2000
					Kim Porter 2000
Detectives:					Patrick Carey 2001
	Officer Kathryn McLeod	1996			Kimberly Griffin 2002
	Officer Andre Gonzales	1995			Marc Fluet 2003
	Officer James Hood	1988			
				Part time Dispatchers:	
Temporary Detective Position:					Beverly Mosher 1997
	Officer Paul Doherty Jr.	1988			Alice Kennedy 1998
	Officer James Hollis	1995			Jack Fowler 2002
					Steven Pappleacos 2002
Patrol Personnel:	Thomas Casey	1999			Cindy Dicalogero 2002
(Officers)	Ryan Columbus	2000			Denise Graffeo 2002
	Christopher Coviello	1989			Stephanie Bush 2002
	Paul Doherty Jr.	1988			Neil McLaughlin 2002
	Eric Hanly	2002			
	James Hollis	1995		Executive Assistant:	
	Walter Jop III	2000			Mary Ellen Higginbotham 1977
	Daniel Kerber	1995			
	Raymond Lafortune	1988		Administrative Secretary:	
	Debra Layne	1986			Eileen Newton 1987
	Keith Layne	2001			Patricia Stotik 1995
	Jennie Lightfoot	2002			Alice Kennedy 2002
	Markus McMahon	2001		Secretary (Part time)	Sonia Newton 1999
	Jessica Mulvey	1996			
	Kimberly Riccardi	2002		Custodian (Full time)	Brad Schofield 2001
	Keren Reese	1996			
	Kevin Reese	1989			
	William Schwalb	1988			
	Chris Scott	2002			
	Michael Sheehan	1988			

Retirees:

Chief John R. Mackey	1974-2003
Deputy Chief Denise Gundrum	1976-2003
Lieutenant Edward Martin	1975-2003
Lieutenant Ralph Ford	1980-2003
Sergeant Leonard Bolton	1975-2003
Sergeant Stephen Kandrotas	1978-2003
Officer Roger Tanguay	1984-2003
Officer Francis Pappas	
Deputy Chief Walter Jamieson	1968-2002
Lieutenant Anthony Dicalogero	1975-2002
Sergeant Peter Amari	1974-2002
Officer Allan Stephens	1968-2002
Officer William Latta	1975-2002
Officer Joseph Delucia	1974-2002
Officer Paul Ringwood	1973-2002
Officer Robert Carroll	1973-2002
Officer Paul Doherty Sr.	1974-2002
Officer Henry Perry	1974-2003

Reserves:

Brian Carbone	Sharon McClafferty
Martin Cormier	Connie Morris
Carl Cyr	Beverly Mosher
Cindy Dicalogero	James O'Hare
Patrick Doherty	Steven Papaleacos
John Donoghue	Edward Parisi
Brian Fernald	Douglas Pratt
John Geary	Steven Spencer
David Godin	Edward Sullivan
Bert Hadley	Bruce Sweet
Richard Hopkinson	Paul Thomas Jr.
Phil Hyde	Mark Wood
John Jarek	Richard Viera
Arthur Jarossi	Walter Jamieson
Alice Kennedy	Joseph Delucia
Douglas Law	Paul Ringwood
Warren Layne	Robert Carroll
Debbie Lumsden	Paul Doherty Sr.
Rich Lumsden	Henry Perry
James McClafferty	

EDUCATION

*School Committee
Scholarship Awards
Staff List*

*Superintendent of Schools
General Information
Shawsheen Valley Regional Vocational / Technical School District*

*Student Services
Enrollment by Schools*

School Committee

The Annual Town Elections took place on April 5, 2003. This election brought the welcome return of Attorney Scott J. Consaul and Mrs. Ruth M. Perrin to the Committee. Mr. Consaul and Mrs. Perrin serve as members of the School Space Sub-Committee. Mr. Consaul serves as a member of the John W. Wynn School Committee, the Extended Day Committee, the Policy Sub-committee and Negotiations Sub-committee for the Teachers and Non-union personnel. Mrs. Perrin serves on the Instrumental Music Sub-committee and the Special Education Sub-committee. Their continued membership on the School Committee is both appreciated and valued.

Elections for the leadership of the School Committee took place during the organizational meeting of the Committee held on Wednesday April 9, 2003. Lt. Dennis Peterson was elected as the Chairman of the School Committee; Mr. Joseph Russell was elected as Vice-Chairman and Mrs. Ruth Perrin was elected as Clerk for the Committee.

The School Committee and Administration continued to work with the Town Wide Budget Sub-committee to establish a fair and equitable budget for the school and other town departments. The Town Wide Budget Sub-Committee is comprised of a representative from the School Committee, the Board of Selectman, the Finance Committee, the Town Manager, Chief Financial Officer, School Superintendent of Schools and the Business Manager. The School Committee is grateful for the efforts of this Committee.

This Sub-committee recommended a budget for the School Department for the 2003-2004 school year of \$28,706,115. This budget was approved at a Special Town Meeting on June 23, 2003. The budget article was transferred from the Annual Town Meeting to a Special Town Meeting to provide the time needed to secure the figures for the local aid contribution.

The budget reflected the fiscal constraints and challenges faced by the Town of Tewksbury. The budget resulted in the reduction of 5.5 teaching positions and one administrative position. The School Committee was able to reinstate a much need Guidance Counseling position at the High School to meet the needs of the increase in our student population. The School Committee also worked hard to preserve the Gifted and Talented Program and to respond to the community and parent request for a Lacrosse Program.

The Tewksbury School Committee maintained their long-standing commitment to maintaining reasonable class sizes with the reinstatement of a teaching position at the Heath Brook School. The School Committee also remained steadfast in their position to assess no fees for school bus transportation, membership on athletic teams or participation in co-curricular activities at the High School.

The School Committee joined with the John W. Wynn School Building Committee and elected and appointed officials and members of the Middle School Community to celebrate the re-opening of the John W. Wynn School for the 2003-2004 school year. The completion of this project was testimony to the many hours of time and effort expended by the Building Committee and the School Administration. The School Committee is most grateful to the support of the Building Commissioner, the Town Manager, Town Engineer, the Fire and Police Departments and the Department of Public Works for their support throughout the construction project.

The School Committee and the School Administration established the System Wide Goals for the school district during the Eleventh Annual Joint Year-End Retreat in June 2003. The School Committee formerly adopted these goals on July 23, 2003. The goals are organized across four areas: curriculum and instruction, school and community school resources and program accountability.

The initiatives associated with these goals include the work necessary to prepare Tewksbury Memorial High School for continued accreditation, the publication of a Crisis Response Manual, the continued development of computer technology and many other action plans to support our curriculum and the improvement of our school facilities.

The School Committee authorized the establishment of a Study Committee to review the status of the Tewksbury Memorial High School Facility in preparation for the visit by the team who will review the status of the school for continued accreditation. The accreditation visit is scheduled to take place in October 2005. The facility must be able to support all aspects of the instructional and co-curricular program. The Study Committee will present a list of recommended repairs and renovations to the School Committee.

The School Committee Sub-committee on negotiations began discussions for a successor contract with the teachers in January 2003. Negotiation sessions continued throughout the entire year. In February, The School Committee and The Tewksbury Teachers Association reached a collective bargaining agreement which is realistic and which will attract and retain a well-qualified faculty on behalf of our students.

Our students continue to benefit from a diverse athletic program. The addition of a Junior Varsity Men's Lacrosse Team is a first step in the development of a men's and women's varsity and sub-varsity program. Many of our students participate in the athletic activities offered through our Intramural Program. The many programs offered through the Town Recreation Program and Youth Organizations further augment these programs.

We continue to expand opportunities for students in the artistic, academic and enrichment areas. Some of the new initiatives include a newspaper and chorus at the John F. Ryan School, the return of the chorus at the John W. Wynn School and establishment of a Robotics Club at Tewksbury Memorial High School.

Our school system continues to benefit from a high degree of parental and community involvement. We offered a training program for parents and guardians on Birth Order in March 2003. In April 2003 we hosted the annual College/Career Fair and the Children's Opportunity Fair. The community continues to support our work through their generous scholarship donations, their participation in our Veteran's Day Program, Career Day and by volunteering in our schools.

I would like to thank the members of the School Committee for their support and for the time and effort they give to reach the goal of providing a high quality education for the students in our school system. It is my pleasure to serve with them and to represent them as Chairman.

I would be remiss, if I didn't mention the dedicated, committed and loyal service of our Superintendent, Dr. Christine McGrath. The Tewksbury Public Schools are fortunate to have one of the most energetic and caring Superintendents in the Commonwealth.

I would like to thank the members of the school administration and the central office staff for their assistance. I would like to thank the faculty and staff for their many efforts on behalf of our students. I would also like to thank the parents and guardians for their support. A strong home and school partnership is the foundation for any good school system.

Finally, I would like to thank the elected and appointed officials and Town employees who work in close concert with the School Committee and the school administration. Your assistance and cooperation has been greatly appreciated.

It continues to be my pleasure to serve as the Chairman of the Tewksbury School Committee and to recount some of our efforts during 2003.

Dennis J. Peterson
Chairman
Tewksbury School Committee

Superintendent of Schools

Introduction

The year 2003 in the Tewksbury Public Schools continued to reflect a significant change in the membership of the faculty, staff, and administration due to the early retirement incentives offered through the Massachusetts Teachers Retirement Board and the Middlesex Retirement System. The reduction in local aid from the State and the limited resources in our FY04 budget resulted in

the reduction in 5.5 teaching positions and one administrative position. Student enrollment continued to increase with the greatest enrollment change at Tewksbury Memorial High School.

Throughout the year, the school department continued to engage in many activities to welcome the community into our schools. The Town Wide Parent Advisory Council (PAC) hosted a highly successful Eleventh Annual Children's Opportunity Fair and a program on Birth Order. The school department provided a training session for PAC Leaders on the use of a tax identification number. We opened our doors to the community for a week in November in celebration of American Education Week, and we hosted our Eighth Annual meeting with area realtors to provide them with important information about our schools. In addition, each of our schools hosted many events to showcase student work as well as artistic, athletic and musical talents.

We continue to work hard to meet the demands of the State Educational Reform Act and the Federal No Child Left Behind Law. This legislation has increased the demands on school districts in the areas of student information management and the monitoring of student progress across a wide number of ethnic, racial, economic and educational categories. We completed the first district Report Card. This Report Card detailed the qualifications of our faculty and the performance of our students on the MCAS.

Personnel

Many members of the faculty and the staff took advantage of the early retirement incentive offered through the Massachusetts Teachers Retirement Board and the Middlesex Retirement System. The Tewksbury Public School community bid a fond farewell to these talented individuals. Their service was greatly appreciated, and we miss their presence in our daily professional lives.

Administration

Dr. Joseph C. Walsh retired as Assistant Superintendent for Curriculum and Instruction. Some of his many contributions included the complete review and revision of our curriculum, the establishment of a high quality professional development program, the awarding of many successful competitive grant awards and the development of an impressive technology plan for the school system.

Mrs. Dolores Sullivan retired as Assistant Principal at Tewksbury Memorial High School. Mrs. Sullivan continued to serve the Student Council as their trusted advisor. Mrs. Sullivan also spearheaded the highly successful Renaissance Program and the annual Principal's Day celebration. Prior to serving as an administrator, Dolly was a highly regarded member of the High School Math Department.

Tewksbury Memorial High School

This school realized the most significant change among the faculty. The retirees included:

Mr. Donald Sullivan - Department Head Fine Arts, K-12 Art Coordinator and Art Teacher
Mrs. Carole Acone - English Teacher and Advisor to the National Honor Society
Mrs. Jackie Williamson - English Teacher and Member of the Teacher Advisory Council
Mrs. Susan Patterson - English Teacher and the Chairperson of the Sunshine Fund
Mr. Robert Manzi - English/Social Studies Teacher and Girls' Varsity Soccer Coach
Mr. Roger Pilat - Math Teacher
Mrs. Kathleen Mofield - Science Teacher
Mr. John Clarke - Science Teacher and Math/Science League Advisor
Mrs. Mary Herlihy - Science Teacher and member of the Teacher Advisory Council

John W. Wynn Middle School

Mr. Kaspar Kasparian - Special Education Teacher and Co-advisor to the Lit Magazine
Mr. Richard Otis - Curriculum Coordinator for the Exploratory Program and Industrial Technology Teacher.

John F. Ryan Elementary School

Debra Cody - Grade Five Teacher
Eva Marie McGilvery - Certified Aide.

Loella F. Dewing School

Mrs. Patricia Tellier - Grade Three Teacher
Mrs. Jane Juszkiewicz - Kindergarten Aide

Heath Brook School

Mrs. Dorothy Foley - Grade Two Teacher
Mrs. Maureen Whitehead - Grade One Teacher

North Street School

Mrs. Alma Davis - Grade Three Teacher
Mrs. Cassandra Edell - Grade Three Teacher and Computer Aide
Mrs. Linda Beaulieu - Kindergarten Aide

Louise D. Trahan School

Mrs. Mary Manseau - Special Education Teacher and Computer Aide

Support Staff

Mrs. Anita Sartori - Secretary in the Office of Data Processing and administrative support to the Director of Transportation and Facilities and the Network Manager
Mrs. Dorothy Peach - High School Secretary, Audio-Visual Aide and member of the Food Service Staff
Mrs. Nancy Thompson - Secretary in the Special Education Office and to the High School Principal

We extend our best wishes to our colleagues for a long, happy and healthy retirement.

Strategic Planning

We began the implementation of the second year goals of the current five-year strategic plan on July 1, 2003. The progress of the school district in meeting the first year goals was reviewed by the School Committee and the School Administration at their Mid-Year Retreat in February 12, 2003 and at the Year-End Retreat in June 2003.

The 2003-2004 strategic plan includes five core values and a set of goals and objectives. The core values include high expectations for all learners, equitable educational opportunities for all students, developing the unique talents of all students, providing a safe learning environment and developing strong character, personal responsibility and self-confidence in all students. The administration is working on the translation of these core values into daily practice. The goals and the objectives are grouped into four distinct categories: **curriculum and instruction, school and community, school resources and program improvement.**

Core Values

On Monday August 25, 2003 the faculty and the administration met to review the core values. Each school faculty worked on identifying the specific ways in which each core value was implemented in their schools. The faculty members also identified the resources necessary to fully realize these core values. Throughout the 2003-2004 school year the administration will review the information from the faculty and attempt to implement those practices that will translate these core values into daily practice.

Curriculum and Instruction

Our efforts in this area include the continued expansion of the Guided Reading Program into grade four. Guided Reading is a prescriptive and individualized approach to reading instruction. In addition, we implemented a new TERC investigation math component in grade one. We will continue the work of aligning our curriculum at all levels. The Middle School is working on the development of "power standards" in support of our effort to fully implement a standards-based approach within our curriculum. We have effectively used a technology program called SuccessMaker to work with those upper elementary and middle school students who had difficulty on the Spring 2003 administration of the MCAS.

School and Community

The administration continues to work on the implementation of a profile sheet to track our efforts on behalf of those students who experience academic difficulty. We will also work on the finalization of a program on character education at the K-4 elementary program. Our major effort in this area is the continuation of the work by our District Security Team. The Team is completing work on a "flip chart". The chart includes information on the response to a host of school emergencies. This chart will be supplied to all staff members. The District Security Team has joined with area clergy to receive training on a community response to a traumatic event. The goal of these efforts is to provide a safe learning environment for our students.

School Resources

This area concerns the maintenance of the facilities and the continued preparation of Tewksbury Memorial High School for reaccreditation. The key event in this area was the reopening of the newly renovated and expanded John W. Wynn Middle School. The School Department hosted an Open House for the community on September 20, 2003 and a re-dedication ceremony on November 2, 2003. This was a proud day for our school district and a well-deserved honor for John W. Wynn. We have also worked on the improvement of the landscaping at the Louise D. Trahan School and the installation of a new school sign and improvements to the playground.

The faculty, staff and administration at Tewksbury Memorial High School are working on the preparation of a community survey. This survey will be distributed throughout the community and the results will be used in the preparation of the school self-study.

The faculty is preparing for the other elements of the self-study by reviewing the curriculum and developing high standards and common expectations for students across all areas of the curriculum.

Program Improvement

The goals and objectives within this area reflect our commitment to be accountable for student performance. A major component in this area concerns the continuation of high quality professional development for the faculty. We implemented the second year of our mentor program for new teachers with a weeklong training for the mentor teachers and an orientation program for new teachers. The professional development activities are scheduled during the four professional development days throughout the school year and weeklong training sessions scheduled during the summer. I continue to be impressed with the number of our faculty who are pursuing advanced degrees and graduate study.

A key activity in this area includes the MCAS test. Faculty, staff and administration worked closely with students, parents and guardians to prepare for the Spring 2003 administration of the MCAS. Our students posted their best scores to date. Student performance in the combined categories of advanced and proficient increased at all grade levels and across all subjects. Our results were consistently above the State average. The real success story for 2003 was at the High School where 78% of our grade ten students scored in the advanced or proficient category in English/Language Arts and 82% or scored in the advanced or proficient category in Mathematics. As of December 1, 2003, all members of the Class of 2003 and 2004 had passed the MCAS requirement for a high school diploma.

In addition, the Annual Yearly Progress (AYP) of Tewksbury students as measured by the Federal No Child Left Behind indicated that our students met the target on the improvement rating and the performance rating as established by the Department of Education. The district report card indicated that all Tewksbury Teachers met the standard as being highly qualified.

Summary

This report reviews some of the highlights of our work during 2003. We are proud of our student performance on the MCAS and in meeting the standards of Annual Yearly Progress (AYP). We are also proud of the fact that the number of Tewksbury students who attend two and four year public and private colleges and universities is well above the State average.

The achievements of our school district in 2003 were the results of the time, effort and commitment of many people. The students, faculty, staff and administration put forth an outstanding effort each day. This effort is supported by the parents and guardians. We are grateful for the strength of our home school partnership.

The Tewksbury School Committee continued to provide the leadership, guidance and support necessary to continue to improve our school district despite the reduction in State aid the near level funding of our FY 04 budget. I would personally like to thank the Committee for their support during the many delays in the renovation and expansion of the John W. Wynn Middle School.

I would like to thank the Central Office staff and administration for their hard work. We have endured a reduction in personnel during a time of increased demands from both the State and the Federal Education Laws. These talented and dedicated men and women have worked hard to meet these demands.

I would once again express my gratitude to the John W. Wynn School Building Committee for their tenacity and perseverance during the final phase of the Wynn School construction. Their efforts resulted in the completion of a beautiful facility that benefits our students and the community.

The Tewksbury Public Schools continue to benefit from the significant contribution of our Parent Advisory Councils (PACs), booster clubs and School Improvement Councils. The work of these support groups has resulted in the improvement of school playgrounds, the creation of enrichment programs, the presentation of holiday gatherings, year-end celebrations, the purchase of new uniforms and equipment and development of improvement plans for our schools. We are most grateful for their support.

The Tewksbury Public Schools also benefited from the support and cooperation of the Town Manager, the Board of Selectmen, the Finance Committee and the many other elected and appointed Town officials who advised us in the areas of school safety, student health and school facilities. Their cooperation and prompt response was most appreciated.

I am pleased to share this annual report with the community. I am honored to serve as the Superintendent of the Tewksbury Public Schools.

Respectfully Submitted,
Christine L. McGrath, Ph.D
Superintendent of Schools

Student Services

Student Services Administrators and Staff and all other Tewksbury Public Schools system Administrators and Staff continued to address, refine, and implement the action plans developed in response to the Department of Education's comprehensive Coordinated Program Review. The areas addressed in this report and in the action plans developed and implemented include Special Education, Methods of Administration [Civil Rights], and Title I. In addition to focusing on ensuring compliance with federal and state laws and regulations, the interests and needs of students, parents, school personnel, collaborating advisory and other groups, and the community were comprehensively and creatively addressed through Student Services' varied programs and services.

English As a Second Language Programs and Services:

For the first time, Limited English Learners and English Language Learners were, as a result of the passage of the federal No Child Left Behind {NCLB} law and the Massachusetts ballot initiative approved by voters in November 2002, were required to be assessed in four areas: reading, writing, speaking, and listening. Children in Grade 3 through Grade 12 enrolled in the English As A Second Language Program participated in the Language Assessment Scales Reading Test (LAS-R) and the Language Assessment Scales Writing Test (LAS-W). Children in Grade K through Grade 12 enrolled in the English As A Second Language Program participated in the newly developed Massachusetts English Language Assessment-Oral (MELA-O) and were tested in the areas of speaking and Listening.

The 29 students enrolled in Tewksbury's English As A Second Language program completed the assessment requirements during the spring or fall of 2003. The assessments were administered by the English As A Second Language Tutor and one of Tewksbury's Speech and Language Therapists, both of whom participated in test administration training provided by the Massachusetts Department of Education. Both staff members are fully certified in their respective areas by the Massachusetts Department of Education.

The number of primary languages represented by students enrolled in the English As A Second Language Program served to creatively challenge the administration of the mandated testing programs. The primary languages of students enrolled in the ESL program included Arabic, Portuguese, Spanish, Korean, Hebrew, Chinese, Japanese, Persian, Russian, Indian, French, Thai, Indian, Filipino, Turkish and Vietnamese. With its growing diversity and mingling of cultures in the community, Tewksbury is truly becoming a microcosm of the world.

Gifted and Talented Programs and Services:

Tewksbury's Gifted and Talented Program is comprised of four program models:

(1) Targeted Population Program Model

In 2003, the Resource Teacher of the Gifted and Talented implemented this program model in Grades 3 and 4 at each elementary school. Grade 3 and Grade 4 students who met eligibility criteria, including those with Individualize Education Programs [IEPs], participated in "Challenge Groups" which met once a week. Academic challenges in the areas of math, reading, and writing were presented to participating students, affording them opportunity to enrich and expand their knowledge and skills. During 2003, more than 100 Grade 3 and Grade 4 students participated in this program.

(2) The In-Classroom Program Model

Classroom Teachers at all grade levels afforded students the opportunity to participate in differentiated instruction within the classroom setting. This model ensured that the varied student learning styles and achievement levels were accommodated and challenged throughout all curriculum areas.

(3) The Consultation Program Model

Classroom Teachers were provided with opportunity to consult with the Resource Teacher of the Gifted and Talented on topics related to the development of differentiated instructional strategies for classroom implementation. In addition, the Resource Teacher of the Gifted and Talented collaborated with Classroom Teachers on the development of subject or activity specific Enrichment Learning Centers in the classroom, the development of challenging Learning Activity Packets, and the development of challenging enrichment research projects correlated with the classroom curriculum.

(4) *Extended Day Program Model*

Enrichment experiences developed and presented to interested students by Tewksbury Teachers and/or the Resource Teacher of the Gifted and Talented afforded students the opportunity to participate in various enrichment topics or activities at times other than during the school day. These enrichment programs took place at the close of the school day and/or on weekends. In 2003, the Extended Day Program Model included the following activities: a Math Magazine Project at the Trahan School which was designed to encourage creative mathematical thinking, a Continental Math Program at the Heath Brook School which culminated in the granting of awards to the two top math students in June 2003, and an After School Art Enrichment Course for Dewing School students which included a visit to the Museum of Fine Arts in Boston. In addition, interested students were able to elect to participate in the varied enrichment programs and activities offered through Tewksbury's Community Services Department.

Training in meeting the needs of the Gifted and Talented within the Tewksbury Public Schools was offered to school personnel and that training was provided through the Tewksbury Professional Development program. Presenters included various educators noted for their expertise in programs for the Gifted and Talented and by the Resource Teacher of the Gifted and Talented and the Director of Student Services.

Guidance Programs and Services:

The Ninth Annual College/Career Fair was held on April 3, 2003. One hundred thirty Colleges and Universities from throughout the United States responded to the extensive outreach conducted by Student Services and accepted the invitation to participate in this major Student Services event. Once again, High School students from Tewksbury and surrounding communities were afforded the opportunity to learn about the programs and services available at these 130 institutions. More than 800 students and parents collected information and literature about school options, career options and other opportunities available to students after successful completion of High School.

The Scholarship Awards program for graduating members of the Class of 2003 was held on June 5, 2003. This annual Student Services event afforded students recognition for high school academic, athletic, and leadership achievements and accomplishments. Tewksbury Memorial High School graduating seniors received \$1,138,130.00 in scholarship awards from Colleges and Universities, professional organizations, community residents, businesses and organizations, athletic associations and groups, and school department associations and organizations. A listing of the recipients and of the donors follows this report.

During the fall of 2003, Guidance Counselors at Tewksbury Memorial High School once again presented a Senior Parent/Guardian Breakfast program. Graduation requirements, the college search and application process, and college admissions testing programs were reviewed with parent and guardian participants. In addition, parents were presented with packets of information on each of the topics addressed and presented by the Guidance Counselors.

On December 9, 2003, interested students and the parents and guardians of students planning to attend college or some other post secondary school or training program participated in a Financial Aid Workshop and Program arranged and hosted by Student Services of the Tewksbury Public Schools. Participants received information about loan options and rates available through a variety of resources and instruction on how to complete the application for Federal Student Financial Aid [FAFSA]. Parents, guardians, and students learned that the FAFSA is the form and format used by colleges and universities to determine student eligibility to receive money from federal grant, loan, and work-study programs and from State and private colleges and universities to assist in funding post-secondary educational programs. The program was also video taped for transmission via Tewksbury's local cable channel to provide information and guidance to those parents and guardians unable to attend the Financial Aid Night Program held on December 9th.

During the spring, fall and winter of 2003, Tewksbury once again served as the local site for Educational Testing Services' college admissions testing programs. The Advance Placement Testing Program, the PSAT Program, and the SAT Program were again organized and administered by Student Services for students in Grades 10 through 12 in Tewksbury.

The Preliminary SAT/National Merit Scholarship Qualifying Test [PSAT/NMSQT] was fully funded by the Tewksbury Public Schools for Tewksbury Memorial High School Students. Nearly 300 interested students enrolled in Grade 10 and in Grade 11 at Tewksbury Memorial High School participated in the October administration of the PSAT.

Student Services also hosted the December administration of the SAT and Middle School students participating in the John Hopkins Talent Search Program and High School students in Grades 10 through 12 had opportunity to take the SAT I: Reasoning Test and the SAT II: Subject Tests within their own community.

In May, eligible students in Grades 11 and 12 at Tewksbury Memorial High School took Advanced Placement Tests in the specific Advanced Placement subject areas included in the curriculum at Tewksbury Memorial High School. Tewksbury students

participated in AP Exams in Computer Science, Biology, Calculus AB, English Literature and Composition, and United States History. Those who achieved scores of three or better on an AP exam could be qualified to receive college credit for the equivalent course at a College or University participating in the AP program. Of those who participated in the May 2003 administration of Advanced Placement tests, two Tewksbury Memorial High School students received recognition as AP Scholars from the College Board.

Health Education Programs and Services and Health Services:

Tewksbury has been fortunate in having a Health Education Curriculum Committee/Advisory Council interested in developing curriculum and service delivery matrices on behalf of the Tewksbury Public Schools. During 2003, these Curriculum Committee representatives from the School Department, Tewksbury's Board of Health, Tewksbury's Public Library, the Massachusetts Prevention Center, and Parents and other Community members finalized the Committee's work on aligning Tewksbury's Comprehensive Pre-Kindergarten through Grade 12 Health Education Curriculum with the Massachusetts Health Education Curriculum Frameworks. It is anticipated that the final draft of Tewksbury's Comprehensive Health Education Curriculum will be ready for publication and distribution during 2004.

A Professional Development Series designed to focus on coordination of all Health Education programs and services provided in Physical Education programs, Health Education programs, Drug Free Schools Violence and Safety programs, Health Services programs and Fire Safety programs was facilitated on behalf of the Tewksbury Public Schools by the Director of Student Services during the Spring of 2003. The opportunity for faculty from each of the varied disciplines to come together afforded a unique opportunity for collaboration and coordination of these programs and services.

In 2003, the School Committee created the position of School Nurse Leader and a member of the Health Services staff was appointed to this stipended position. The School Nurse Leader reports to the Director of Student Services and works with her in implementing the Health Services Program throughout the school district.

School Nurses also participated in a meeting facilitated by the Director of Student Services to review procedural changes to ensure all members of the Health Services Department were fully informed. The topics addressed during this January 2003 session included (1) the process for ensuring coverage for School Nurses for absences and other reasons, (2) the process for reporting absenteeism, (3) the process for completing and submitting Quarterly reports, other required reports and data collections, (4) the annual preparation of Schedules and (5) the required periodic updates of medication administration schedules.

Special Education Programs and Services:

Professional Development and training in Special Education regulations, policies, procedures, and timelines took place throughout 2003. These focused professional development and training opportunities were to administrators, teachers, parents and guardians to enhance understanding of school system responsibilities and parent and student rights under federal and state law.

The Director of Services presented leadership Training for Administrators, Case Managers, and other Key Personnel on a monthly basis throughout 2003. Special Education policies to ensure adherence to and implementation of procedures and processes for meeting federal and state legal standards and regulations at each school site and consistently throughout the district were jointly developed, reviewed, and assessed during these training sessions. In addition, a series of Team Process Meetings with Individual In-School Evaluation Teams was designed and implemented by the Director of Student Services at each school site from October through December in 2003. The Director of Student Services met with school based representatives from both Special Education and Regular Education and explored the most effective means of meeting student needs in accordance with federal and state guidelines. The Student Services Trainee/Trainer model for professional development continued to be implemented in 2003 to ensure dissemination of required information and procedures to all school personnel at each school site.

In April 2003, Student Services hosted a Parents' Rights Training Workshop. Parents and guardians of students enrolled in the Tewksbury Public Schools were invited to participate in an informational training session presented by representatives from Program Quality Assurance of the Department of Education.

Pre-School Special Education providers and Kindergarten Teachers participated in professional development series on curriculum development for the Pre-Kindergarten level. The participants finalized a curriculum for the Pre-Kindergarten level and Pre-Kindergarten Learning Standards in each curriculum area were aligned with the Massachusetts Curriculum Frameworks. This curriculum document was developed through the collaborative efforts of several Tewksbury Public Schools Early Childhood staff, the Systemwide Team Chairperson, the Early Childhood Education Facilitator, the Director of Student Service, and, for the Health Education component, the members of the Health Education Curriculum Committee.

A three-day series on administering and interpreting the Woodcock Johnson Psychoeducational III Battery was presented by Student Services on three Saturdays in March 2003. Nearly 30 Tewksbury educators, psychologists, moderate special needs specialists, and administrators participated in this grant funded professional development program and learned how to administer and score the Cognitive and Achievement batteries of this assessment tool

Through Student Services, Special Education personnel were also afforded the opportunity to participate in training in Portfolio Development for the MCAS and in Administration of the MCAS Alternate Assessment. In addition, faculty members working with students with the diagnosis of Pervasive Developmental Delay [PDD] and/or other disabilities on the Autism Spectrum were afforded opportunity to participate in an Exploring Autism Series and to receive training in both Applied Behavior Analysis and Verbal Behavior Analysis.

At the close of school in June 2003, Student Services also presented a grant funded 45-hour Reading Survey Course for Tewksbury Personnel in a professional development program entitled: Reading From Theory To Practice. Thirty faculty members and administrators participated in a program which focused on reading theories and strategies. Participants began with an in-depth look at current reading theory, learned and practiced hands-on techniques for assessing readers' strengths and weaknesses, learned to identify the critical components of phonology and to develop phonology lesson plans, learned how to boost automaticity and fluency in reading, and learned how to improve reading comprehension. Participants also learned how to use the Qualitative Reading Inventory [QRI]. They also explored how specific tools and strategies can help in the teaching of reading to all students across the curriculum in a variety of learning environments, including the Regular Classroom, Special Education Settings, and Title I programs.

School Psychologists, the School Adjustment Counselor, and the Behavior Specialist participated in a hands-on training program under the leadership of the Director of Student Services related to the Functional Behavioral Assessment and Behavior Intervention Plan processes. During the late Fall of 2003, participants worked together to revise and refine Tewksbury's Functional Behavioral Assessment process and report forms and Tewksbury's Behavior Intervention Plan development process and report forms. School Psychologist, the School Adjustment Counselor, the Behavior Specialist, the Guidance Counselors, and the Behavior Management Facilitator will be piloting the newly revised/refined processes and forms with the objective of finalizing and adopting the processes and forms in 2004.

Instructional Aides were again afforded the opportunity to participate in a 65-hour training program designed specifically for Special Education Instructional Assistants. Two 2003 SPEDIAC training program series were presented by Student Services, the first series beginning in January and the second series in March.

Fifteen Special Education Instructional Assistants participated in this grant funded SPEDIAC 2003 program series. Topics comprising this training program for paraprofessionals included the following: the Role of the Instructional Assistant, Ethics and Special Education Law, Curriculum and Instruction, Infection Control, Health Problems Affecting Student Performance, Range of Motion, Adaptive Equipment, and so on. In addition, participants received training in American Red Cross First Aid and Cardiopulmonary Resuscitation and earned First Aid and CPR certification. Participants were also required to implement the strategies learned in their classroom assignments in Tewksbury and to be evaluated in this process. Each Instructional Aides' supervising Teacher completed a checklist verifying that person's on-the-job demonstration of knowledge and skills acquired through the training program.

The Special Needs Parents Advisory Council also presented a number of programs for parents. A representative of the Bureau of Special Education Appeals presented on the topic "The Appeals and Mediation Process" and a certified Speech and Language Specialist presented on the topic "What type of Speech Therapy is appropriate for your Child?" In addition, the Special Education Parents Advisory Council held SPED PAC meetings periodically throughout 2003. In an effort to further enhance collaboration and cooperation among the SPED PAC, Student Services, and Special Education and to make additional resources and information available to parents, the Tewksbury Public Schools funded MASSPAC membership on behalf of the Special Needs Parents Advisory Council.

Title I Programs and Services:

Funding for Title I programs and services was received by the school district through a grant developed by the Director of Student Services. Principals of Title I Schools, Title I personnel, other school personnel and parents of Title I eligible students also participated in the development of the Title I Grant and program. All also collaborated in the implementation of the Title I program at each of the three Title I schools in Tewksbury during 2003.

This federally funded grant program provided instructional support services in reading to Title I eligible students in schools identified as eligible for Title I funds. During 2003, three elementary schools in Tewksbury were identified as meeting the Federal eligibility requirement to have Title I programs and services made available for students attending those schools. One Title I Lead

Teacher and two Title One Teachers who are Massachusetts Certified Reading Specialists provided supplemental reading instruction to at risk students in Grades K through 4 in these three schools. Title I eligible students in Grades Kindergarten through Four in the three elementary Title I schools participated in the Title I consultation services program, the targeted population ["pull-out"] program, the Inclusion program, or the Reading Recovery program [Grade One only].

All Title I services received by eligible students during 2003 were developed in collaboration with Regular Education Classroom Teachers, Special Education Teachers, and English As A Second Language Tutors. The services rendered were designed to complement the educational program provided in the Classroom but not to take the place of classroom instruction in Reading. Eligible students who received Title I services also fully participated in the regular education curriculum in all areas.

The administrators and staff comprising Student Services of the Tewksbury Public Schools value the opportunity to serve the students, parents, and the community. We have provided educational services, professional development, and informational programs and events in partnership with parents, guardians, students, community agencies, and community organizations throughout 2003 in order to meet the needs of all school clientele. Student Services looks forward to continuing to provide these important and varied programs and services on behalf of the Tewksbury Public Schools.

Dr. Michele F. DeAngelis
Director of Student Services
Tewksbury Public Schools

Class of 2003 Community and University Scholarship Awards

We are pleased to acknowledge the businesses, the individuals, the community organizations, the school organizations, the sports organizations, and the private and professional organizations and schools who participated in Tewksbury's 2003 Community Scholarship Program and who awarded more than \$1,000,000.00 in scholarships to the members of the graduating Class of 2003.

The commitment of the donors listed below to the students of the Tewksbury Public Schools contributes to the attainment of the personal and educational goals of the scholarship recipients. The generosity of the donors provides an investment in the future of Tewksbury.

THANK YOU to each of the Scholarship Award Donors and **CONGRATULATIONS** to the Scholarship Recipients.

BUSINESS DONORS:

Lowell Five Cent Savings Bank Scholarship Award:

Angela Castaldo	\$ 1,000.00
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MASSBANK Charitable Foundation Scholarship Award:

Erica Chin	\$ 500.00
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Mill City Management Scholarship – Backstage:

Julianne Bradley	\$ 500.00
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Schlott Tire Academic Scholarship Award:

John Cintolo	\$ 500.00
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Tewksbury Business Association Scholarship Awards:

Amy MacDonald	\$ 250.00
Stephanie Maksian	\$ 250.00
Laura Nigro	\$ 250.00

Tewksbury Physical Therapy Scholarship Award:

Kristin Palladino	\$ 500.00
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Weathervane Seafood Restaurant Scholarship Award:

Marissa Osterman	\$ 500.00
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COMMUNITY DONORS:**Elks Scholarship Awards:***** Tewksbury/Wilmington Lodge of Elks #2070 Scholarship Awards:**

Stephanie Bemis	\$ 1,000.00
Matthew Spatola	\$ 1,000.00

*** Massachusetts Elks Scholarship Awards:**

John Cintolo	\$ 500.00
Michael Cintolo	\$ 500.00

Merrimack Valley Area Rotary Club Scholarship Award:

Jeffrey Eisenhaure	\$ 500.00
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Tewksbury Cultural Council Scholarship Awards:

Jessica DiPietro	\$ 700.00
Rachel Landers	\$ 700.00
Kelleigh O'Brien	\$ 700.00

Tewksbury D.A.R.E. Parent Advisory Committee Scholarship Awards:

Joel Bucci	\$ 500.00
Christine Hannus	\$ 500.00
Amanda Iwanicki	\$ 500.00
Stephen McKenna	\$ 500.00
Nicole Murphy	\$ 500.00
Marissa Osterman	\$ 500.00
Kristin Palladino	\$ 500.00
Mikaela Schnaper	\$ 500.00

Tewksbury Golden Age Club Scholarship Awards:

Timothy Donoghue	\$ 400.00
Michael Sitar	\$ 400.00

Tewksbury Lions Club Scholarship Awards:

Maria Afouxenides	\$ 1,500.00
Ryan Byrne	\$ 1,500.00
Jenna DiMare	\$ 1,500.00
Ryan Jarek	\$ 1,500.00
Mitchell O'Connor	\$ 1,500.00
Marissa Osterman	\$ 1,500.00
Kristin Palladino	\$ 1,500.00

Tewksbury Rotary Club Scholarship Awards:

Ryan Byrne	\$ 1,500.00
Michael Cintolo	\$ 1,500.00
Mitchell O'Connor	\$ 1,500.00

Tewksbury/Wilmington Emblem Club #381 Scholarship Award:

David Bradley	\$ 500.00
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PERSONAL DONORS:

Aldred: The Derek Aldred Memorial Scholarship Awards:

Kelly Boyle	\$ 1,500.00
Shawn Scott	\$ 1,500.00

Anderson: The Mabel Anderson Memorial Scholarship Award:

Dawn-Marie Anderson	\$ 300.00
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Byers: Willie Byers Memorial Scholarship Awards:

Angela Castaldo	\$ 1,000.00
John Cintolo	\$ 1,000.00
Michael Cintolo	\$ 1,000.00

Coakley: The Edward J. and Phyllis E. Coakley Scholarship Award:

David Bettencourt	\$ 100.00
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Currier: The A. Elizabeth Currier Memorial Scholarship Awards:

Jeffrey Bourgeois	\$ 500.00
Erica Chin	\$ 500.00
Kimberly DeCelle	\$ 500.00
Jenna DiMare	\$ 500.00
Heather Watkins	\$ 500.00

Gillette: The Daniel S. Gillette, Jr. Memorial Scholarship Awards:

Matthew Davis	\$ 1,000.00
Steven Kasprzak	\$ 500.00

Hood: The Detective Sergeant James C. Hood Scholarship Award:

Tristan Harrington	\$ 2,500.00
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Miceli: The Honorable James Miceli Scholarship Award:

Krysta Curran	\$ 300.00
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O'Brien: The Kevin J. O'Brien Memorial Scholarship Awards:

Christi Marsh	\$ 1,000.00
Jessica Mirisola	\$ 1,000.00

Perrault: The John Perrault Memorial Scholarship Award:

Matthew Davis	\$ 500.00
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Perrin: The Holly Perrin Memorial Scholarship Awards:

Kelly Boyle	\$ 300.00
Christi Marsh	\$ 300.00

Peters: The Linda Peters Memorial Scholarship Awards:

Kelly Boyle	\$ 1,500.00
Steve Kasprzak	\$ 1,500.00
Kristen Rose	\$ 1,500.00
Shawn Scott	\$ 1,500.00

Riddle: The Jessie Evelyn Riddle Scholarship for Nursing:

Kelly Silva	\$ 500.00
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Scott: The David W. Scott Memorial Scholarship Awards:

Kelly Boyle	\$ 1,000.00
Donald MacLaren	\$ 1,000.00
Christopher McLellan	\$ 1,000.00

Sheehan: Francis B. Sheehan Memorial Scholarship Awards:

Mitchell O'Connor	\$ 500.00
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Staniewicz: The Bill Staniewicz Memorial Scholarship Awards:

Christine Hannus	\$ 2,000.00
Jennifer Myers	\$ 2,000.00

Strong: The Gary Strong Memorial Scholarship Award:

Stephen McKenna	\$ 500.00
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Trainor: The Therese and Pie Trainor Memorial Scholarship Award:

Dawn-Marie Anderson	\$ 500.00
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Zawacki: The Joshua Zawacki Memorial Scholarship Awards:

Matthew Davis	\$ 1,500.00
Marcia Trecartin	\$ 1,500.00

Excellence in Achievement Scholarship Award:

Michael Cintolo	\$ 500.00
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PRIVATE, PROFESSIONAL, AND OTHER ORGANIZATIONS DONORS:**Assumption College Scholarship Awards:**

*Maria Afouxenides (Milleret)	\$ 40,000.00	[\$ 10,000.00 per yr.]
*Matthew Davis (Merit)	\$ 60,000.00	[\$ 15,000.00 per yr.]
*Kelly Dietsch (Merit)	\$ 30,000.00	[\$ 7,500.00 per yr.]
*Krystal Spencer (Merit)	\$ 40,000.00	[\$ 10,000.00 per yr.]

Bentley College President's Academic Scholar Scholarship Award:

*Stephen Zontini	\$32,160.00	[\$ 8,040.00 per yr.]
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Certificate of Mastery Awards:

*Julianne Bradley	\$ 6,800.00	[\$ 1,700.00 per yr.]
*Angela Castaldo	\$ 6,800.00	[\$ 1,700.00 per yr.]
*Erica Chin	\$ 6,800.00	[\$ 1,700.00 per yr.]
*John Cintolo	\$ 6,800.00	[\$ 1,700.00 per yr.]
*Jenna DiMare	\$ 6,800.00	[\$ 1,700.00 per yr.]

Gordon College Dean's Scholarship Award:

*Amy MacDonald	\$ 32,000.00	[\$ 8,000.00 per yr.]
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Johnson and Wales University Scholarship Awards:

*Matthew Mulligan (President's)	\$ 20,000.00	[\$ 5,000.00 per yr.]
*Matthew Mulligan (DECA)	\$ 10,000.00	[\$ 2,500.00 per yr.]
*Shawn Scott (Academic)	\$ 12,000.00	[\$ 3,000.00 per yr.]
*Shawn Scott (DECA)	\$ 7,200.00	[\$ 1,800.00 per yr.]
*Shawn Scott (Lodging Mngmt)	\$ 4,000.00	[\$ 1,000.00 per yr.]
*Shawn Scott (Pres. Leadership)	\$ 10,000.00	[\$ 2,500.00 per yr.]

Massachusetts Telecommunications Scholarship Award:

*David Fogaren	\$ 2,000.00
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Merrimack College Merit Scholarship Awards:

*Katie Bent	\$ 40,000.00	[\$ 10,000.00 per yr.]
*Joel Bucci	\$ 36,000.00	[\$ 9,000.00 per yr.]
*Jennifer Myers	\$ 48,000.00	[\$ 12,000.00 per yr.]
*Julianne Robillard	\$ 48,000.00	[\$ 12,000.00 per yr.]

Middlesex Women's Club Scholarship Award:

*Kristin Palladino	\$ 500.00
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New England College Academic Achievement Scholarship Award:

*John Bavota	\$ 8,000.00
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Rensselaer Polytechnic Institute Math and Science Medal & Scholarship Award:

Ryan Byrne	\$ 40,000.00	[\$ 10,000.00 per yr.]
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Salve Regina University Dean's Scholarship Award:

*Mikaela Schnaper	\$ 32,000.00	[\$ 8,000.00 per yr.]
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Siena College Athletic Scholarship Award:

*Kelly Boyle	\$ 70,200.00	[\$ 17,550.00 per yr.]
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Southern New Hampshire University Scholarship Awards:

*Sarah Cressman (Academic)	\$ 28,000.00	[\$ 7,000.00 per yr.]
*Sarah Cressman (Leadership)	\$ 1,000.00	

Stonehill College Dean's Scholarship Awards:

*Kimberly DeCelle	\$ 18,000.00	[\$ 4,500.00 per yr.]
*Jenna DiMare	\$ 18,000.00	[\$ 4,500.00 per yr.]

Thomas College, Maine Merit Scholarship Award:

*Cassandra Haines	\$ 20,000.00	[\$ 5,000.00 per yr.]
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University of Massachusetts - Amherst - Scholarship Awards:

*Angela Castaldo (University Scholar)	\$ 32,000.00	[\$ 8,000.00 per yr.]
*John Cintolo (University Scholar)	\$ 32,000.00	[\$ 8,000.00 per yr.]
*Jeffrey Eisenhaure (Anonymous)	\$ 56,000.00	[\$14,000.00 per yr. est.]

University of Massachusetts - Lowell - University Scholar Scholarship Award:

*Erica Chin	\$ 32,000.00	[\$ 8,000.00 per yr.]
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University of Massachusetts - Lowell - Track Scholarship Award:

*Daniel Sarsfield	\$ 1,000.00
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University of New England University Scholarship Award:

*Amanda Iwanicki	\$ 28,000.00 [\$ 7,000.00 per yr.]
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University of South Florida Green & Gold Scholarship Award:

*Danielle Spada	\$ 8,000.00 [\$ 2,000.00 per yr.]
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Wentworth Institute of Technology Merit Scholarship Award:

*Michael Ventura	\$ 25,000.00 [\$ 5,000.00 per yr.]
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Worcester Polytechnic Institute Scholarship Award:

*Heather Watkins (WPI)	\$ 11,020.00
*Heather Watkins (Presidential)	\$ 50,000.00 [\$ 12,500.00 per yr.]

* Counselors Have Been Notified of Student Acceptance of Scholarship from Donor

SCHOOL ORGANIZATIONS DONORS:

Dewing: The Loella F. Dewing School P.A.C. Scholarship Awards:

Erin Burns	\$ 500.00
Jodi Salvo	\$ 500.00

Heath Brook: The Heath Brook School P.A.C. Scholarship Award:

Sarah Cressman	\$ 500.00
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Heath Brook: PAC Scholarship Award in Memory of Angela Munro:

Danielle Smolinsky	\$ 500.00
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Middle School: The J.W.Wynn Middle School P.A.C. Scholarship Awards:

Lisa Bancroft	\$ 750.00
Christine Fabiano	\$ 750.00
Christine Hannus	\$ 750.00
Joseph Torname	\$ 750.00

Middle School: The J.W.Wynn Middle School Student Council Scholarship Awards:

Rachel Landers	\$ 500.00
Amy MacDonald	\$ 500.00
Ilana Shainker	\$ 500.00
Heather Watkins	\$ 500.00

North Street: The North Street School P.A.C. Scholarship Awards:

Michael Blaisdell	\$ 250.00
Nicolle Fairweather	\$ 250.00

Trahan School: Louise Davy Trahan School P.A.C. Scholarship Award:

Angela Trombino	\$ 500.00
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TMHS: TMHS Cafeteria Scholarship Award:

Eugene Hubert	\$ 200.00
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TMHS: TMHS P.A.C. Scholarship Awards:

Andrew Barros	\$ 750.00
Katie Bent	\$ 750.00
Kris Casey	\$ 750.00
Bryan Haberman	\$ 750.00
Danielle Majahad	\$ 750.00
Leah Sullivan	\$ 750.00

TMHS: TMHS P.A.C. Anthony J. Romano Honorary Scholarship Award:

John Cintolo	\$ 750.00
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TMHS: The TMHS Music Association Scholarship Award:

Michael Staffieri	\$ 400.00
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TMHS: The TMHS National Honor Society Scholarship Awards:

Michael Blaisdell	\$ 200.00
David Bradley	\$ 250.00
Julianne Bradley	\$ 100.00
Angela Castaldo	\$ 200.00
Michael Cintolo	\$ 200.00
Kelly Dietsch	\$ 100.00
Ryan Jarek	\$ 150.00
Michael Sitar	\$ 150.00
Heather Watkins	\$ 150.00

TMHS: The TMHS Student Council Scholarship Awards:

David Bettencourt	\$ 300.00
Amy MacDonald	\$ 1,000.00
Stephanie Maksian	\$ 1,000.00
Ilana Shinker	\$ 1,200.00
Heather Watkins	\$ 1,200.00

The Tewksbury Teachers Association Scholarship Awards:

Amanda Iwanicki	\$ 500.00
Mikaela Schnaper	\$ 500.00

SPORTS ORGANIZATIONS DONORS:**TMHS Field Hockey Boosters Scholarship Awards:**

Stephany Bemis	Jessica Mirisola
Erin Burns	Sarah Mulvanity
Colleen Goode	Julianne Robillard
Janelle Lafreniere	Danielle Smolinsky
Cheryl McDonald	Marcia Trecartin
Sandra Trombino	

TOTAL: \$ 2,200.00

The Dennis McGadden Track and Cross Country Scholarship Awards:

Lisa Bancroft	Christine Hannus
Julianne Bradley	Janelle Lafreniere
Erin Burns	Marissa Osterman
Ryan Byrne	Daniel Sarsfield
Angela Castaldo	Danielle Smolinsky
Erica Chin	Krystal Spencer
Michael Cintolo	Joseph Torname
James Hamilton	

TOTAL: \$ 8,100.00

Tewksbury Boy's Youth Basketball:*** James G. Mendonca, Jr. Memorial Scholarship Award:**

Joseph Torname	\$ 500.00
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Tewksbury Boy's Youth Basketball Scholarship Award:

Michael Rocco	\$ 500.00
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Tewksbury Girls Basketball League Scholarship Awards:

Kelly Boyle	Janelle LaFreniere
Julianne Bradley	Kristen Lamb
Angela Castaldo	Danielle Smolinsky
Christina Ferrante	Krystal Spencer

TOTAL: \$ 1,700.00

Tewksbury Girls Softball League Scholarship Awards:

Christi Marsh	\$ 400.00
Danielle Smolinsky	\$ 400.00

Tewksbury Redmen Baseball Boosters Scholarship Awards:

David Bettencourt	\$ 100.00
Ryan Corson	\$ 100.00
Matthew Davis	\$ 100.00
Errol Fagone	\$ 100.00
David Fogaren	\$ 100.00
Patrick Gorman	\$ 100.00
Thomas Lorette	\$ 100.00
Steven McKenna	\$ 100.00
Michael Rocco	\$ 100.00

Tewksbury Redmen Basketball Booster Club Scholarship Awards:

John Cintolo	\$ 500.00
Matthew Davis	\$ 500.00
Michael Rocco	\$ 500.00

James Sullivan, Sr. Basketball Coaches Scholarship Award:

Michael Rocco	\$ 250.00
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Tewksbury Redmen Football Club Scholarship Awards:*** The Coach Bob Aylward Redmen Football Scholarship Award:**

Ryan Byrne	\$ 1,000.00
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*** The James E. Brooks Memorial Redmen Football Scholarship Awards:**

Michael Blaisdell	\$ 1,000.00
Steven Kasprzak	\$ 1,000.00
Michael Terrio	\$ 1,000.00

*** Redmen Football Club Memorial Scholarship Award:**

Michael Sitar	\$ 1,000.00
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Tewksbury Redmen Basketball Cheerleaders Scholarship Awards:

Allison Cella	\$ 200.00
Nicole Hinton	\$ 200.00
Laura Nigro	\$ 200.00
Leah Sullivan	\$ 200.00

Tewksbury Redmen Football Cheerleaders Scholarship Awards:

Dawn-Marie Anderson	\$ 200.00
Jessica DiPietro	\$ 200.00
Nicole Freitas	\$ 200.00
Ashley Montague	\$ 200.00
Taryn Ray	\$ 200.00
Sheena Saunders	\$ 200.00

Tewksbury Redmen Hockey Club:

*** George "Timmy" Ernest Memorial Scholarship Awards:**

Dennis Keohane	\$ 500.00
Donald MacLaren	\$ 500.00
Christopher McLellan	\$ 500.00
Brian Nikonchuk	\$ 500.00
Scott Sacco	\$ 500.00
Shawn Scott	\$ 500.00

Redmen Hockey Booster Club Scholarship Awards:

Dennis Keohane	\$ 300.00
Donald MacLaren	\$ 300.00
Christopher McLellan	\$ 300.00
Brian Nikonchuk	\$ 300.00
Scott Sacco	\$ 300.00
Shawn Scott	\$ 300.00

Tewksbury Youth Football/Cheerleader Most Deserving Student Scholarship Awards:

Ryan Byrne	\$ 250.00
Jessica DiPietro	\$ 250.00
Christi Marsh	\$ 250.00
Sarah Mulvanity	\$ 250.00
Kristen Rose	\$ 250.00
Sheena Saunders	\$ 250.00
Marcia Trecartin	\$ 250.00
Chris Shephard	\$ 250.00
Michael Terrio	\$ 250.00

Tewksbury Youth Football Memorial Scholarship Awards:

David Fogaren	\$ 500.00
James Hamilton	\$ 500.00

Tewksbury Youth Football “Billy” Bird Memorial Scholarship Award:

Michael Sitar	\$ 500.00
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Tewksbury Youth Skating Association: Fred Carpenito Memorial Scholarship Award:

Donald MacLaren	\$ 1,000.00
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Tewksbury Youth Skating Association Scholarship Awards:

Christopher McLellan	\$ 250.00
Brian Nikonchuk	\$ 250.00
Shawn Scott	\$ 250.00

Tewksbury Youth Soccer League Scholarship Awards:

John Cintolo	\$ 300.00
Michael Cintolo	\$ 300.00
Leslie Hartman	\$ 600.00
Mitchell O'Connor	\$ 600.00
Stephen Zontini	\$ 500.00

TOTAL:	\$1,138,130.00
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School Department General Information

Registration for School in September 2003

Kindergarten; A child must be five years old as of August 31st of the year entering Kindergarten.

First Grade: A child must be six years old as of August 31st of the year entering the First Grade

NO SCHOOL ANNOUNCEMENTS

School will be closed only in the case of severe inclement weather. The schedule of no school signals in effect for this school year follows:

A series of three sets of two blasts (2-2-2) on the horns at the State Hospital and the following times for groups indicated.

6:45 A.M. - No School At All Schools

7:45 A.M. - No School At All Elementary Schools Only (K-4)

Announcements relative to closing schools for inclement weather will be carried by radio stations WCAP, WCCM, and WBZ.

When it is in the interest of students' safety to delay the opening of school due to weather conditions, the Superintendent will notify the public by the same procedure as "no school" announcements.

Enrollment by Schools

Tewksbury Public Schools

SCHOOL	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	UGR	Totals
ELLA FLEMING	105															105
NORTH STREET		72	87	88	74	92									12	425
TRAHAN	6	68	75	65	68	73									5	360
DEWING		123	144	120	128	124									34	673
HEATH BROOK		83	81	91	85	103									42	485
RYAN							421	391								812
WYNN MIDDLE									399	417						816
MEMORIAL HIGH											335	283	272	209		1,099
TOTALS	111	346	387	364	355	392	421	391	399	417	335	283	272	209	93	4,775
	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	UGR	

Staff List

TEWKSBURY PUBLIC SCHOOLS 2003 – 2004 ROSTER

SCHOOL COMMITTEE

Scott Consaul, Esq.	2006
Edward K. Dick	2004
Ruth M. Perrin	2006
Dennis J. Peterson	2004
Joe Russell	2005

ADMINISTRATION

Christine L. McGrath, Ph.D. - Superintendent of Schools

Loreen R. Bradley - Assistant Supt. Curriculum & Instruction

Mr. John F. Quinn - Business Manager

Dr. Michele DeAngelis - Director of Student Services

Cheryl Porcaro - Systemwide Team Chairperson

Thomas Lovett -Data Processing Coordinator

Joan Dey - Director of Food Services

Cynthia Basteri – Director of Extended & Community Education Services

MEMORIAL HIGH SCHOOL
Dr. Gerald Ferris, Principal
Robert Aylward, Assistant Principal
Patricia Lally, Assistant Principal

DEPARTMENT HEAD, HUMANITIES - ROBERT MACDOUGALL

ENGLISH

Jennifer Brooks
 John Byrnes
 Jennifer Caracoglia
 Cynthia Georgian
 Carolyn Kibbe – (Part time English/High School,
 Part time Hearing Impaired)
 Elsa Marsh
 Susan Patterson
 Catherine Stack
 Ginamarie Talford
 John Weir, III

SOCIAL STUDIES

Brian Aylward
 Donna Boudreau-Hill
 Robert Doolan
 Cady Landa
 Robert MacDougall
 Sharon Milenavich
 William Piscione
 Dustine Puma
 Thomas Ryan
 Nadine Sutliff

DEPT. HEAD, MATHEMATICS, SCIENCE AND TECHNOLOGY - GERALD RIDEOUT

MATHEMATICS

Robert Brigida
 Ethel Chace
 George Economou
 Nicola Facendola
 Annina Faraci
 Debra Glass
 MaryBeth McGinn
 Maureen McNamara
 Eileen Osborne
 Elizabeth Papik
 Gerald Rideout
 Katherine Robillard

SCIENCE

Allyson Bacht
 Edward Cremins
 Susan Dunn
 Linda McKusick
 John Morgan
 Patricia Pishock
 James Pringle
 Stanley White
 Rhonda Yeats

COMPUTER SCIENCE

Sandra Bettencourt
 Frances DeLucia
 Susan Sullivan

DEPARTMENT HEAD, FINE ARTS -

WORLD LANGUAGES

Henrietta Araujo
 Michael Jane Buss
 Leo Frechette (Consultant, Foreign
 Exchange Program)
 Claire Piscione
 Maureen Rideout
 Jennifer Spaulding
 Tara Ann Sujko

ART

Jennifer Arnold
 Daniel Rogacki

MUSIC

Hilary Anderson (Shared with
 Ryan/Middle Schools)

DEPARTMENT HEAD, APPLIED ARTS – LAWRENCE BASTERI**BUSINESS/MARKETING**

Dale Black
James Sullivan, Jr.

**FAMILY AND CONSUMER
SCIENCE**

Nicole Smallidge

TECHNOLOGY EDUCATION

Lawrence Basteri
Joseph Frank

DEPARTMENT HEAD GUIDANCE – ELISABETH GAFFNEY**GUIDANCE**

Elisabeth Gaffney
Linda Hair-Sullivan
Brian Hickey
Daniel Glover

PHYSICAL EDUCATION

Steven Levine
Patricia Ryser

HEALTH

Karen Ferreira
Denise Saindon

LIBRARIAN

Gertrude Carey

IN HOUSE SUSPENSION

Joseph DelGrosso

SECURITY MONITOR

Kenneth Ryan

MEDIA

Joseph Dermody

JOHN W. WYNN MIDDLE SCHOOL
James McGuire, Principal
John Donoghue, Assistant Principal

<p><u>TEAM 7A – Roseanne Kolack, T.L.</u></p> <p><u>ENGLISH</u> Nancy Laws</p> <p><u>SOCIAL STUDIES</u> Warren Yaeger*</p> <p><u>MATH</u> Joanna Krainski*</p> <p><u>SCIENCE</u> Mary Gignac</p>	<p><u>TEAM 7B - Cathleen Bilodeau, T.L.</u></p> <p><u>ENGLISH</u> Sarah Redman</p> <p><u>SOCIAL STUDIES</u> Dorothy Graaskamp</p> <p><u>MATH</u> Cathleen Bilodeau</p> <p><u>SCIENCE</u> Kathleen Connell</p>
<p><u>TEAM 7C – Stephanie Pagiavlas, T.L.</u></p> <p><u>ENGLISH</u> Kimberly Johnston</p> <p><u>SOCIAL STUDIES</u> Stephen Prodanas</p> <p><u>MATH</u> Geraldine Cummings</p> <p><u>SCIENCE</u> Glen Osterman</p>	<p><u>TEAM 7D – Frances Rouff, T.L.</u></p> <p><u>ENGLISH/ SOCIAL STUDIES</u> Julie DeRoche</p> <p><u>MATH/ SCIENCE</u> Frances Rouff</p>
<p><u>TEAM 8A –Carol Navetta, T.L.</u></p> <p><u>ENGLISH</u> Emily Garr</p> <p><u>SOCIAL STUDIES</u> Patricia Krol</p> <p><u>MATH</u> Joanne Hession</p> <p><u>SCIENCE</u> Carol Navetta</p>	<p><u>TEAM 8B –Kristina Rogers, T.L.</u></p> <p><u>ENGLISH</u> John Bresnahan</p> <p><u>SOCIAL STUDIES</u> Christopher Gagnon</p> <p><u>MATH</u> Sandra Barnett</p> <p><u>SCIENCE</u> Kristina Rogers</p>

TEAM 8C – Kimberly Bresnahan, T.L.

ENGLISH

Elaine Speros

SOCIAL STUDIES

James LeClair

MATH

Vikki Ireland

SCIENCE

Kimberly Bresnahan*

TEAM 8D – Rosamond Malatesta, T.L.

ENGLISH

Brian Gouthro

SOCIAL STUDIES

Cheryl Witham

MATH

Rosamond Malatesta

SCIENCE

Cynthia Abate-Upson

ART

Gail Hamilton

MUSIC

Catherine Walker Dunne

INSTRUMENTAL MUSIC

Hilary Anderson (Shared with High School / Ryan School)

HEALTH

Robert McGrath

Maura Dearing

WORLD LANGUAGES

FRENCH

Florence Souza*

Judith Palm

SPED – Sharon Moser, T.L.*

Shared with Ryan School (one half)

INDUSTRIAL TECHNOLOGY

John Jarek

EXPLORATORY

Team Leader – Susan Scofield

COMPUTERS/PHYSICAL EDUCATION

COMPUTERS

Bonita Hansberry*

Richard Zbieg

PHYSICAL EDUCATION

Thomas Morrill

Susan Scofield

WRITING

Pam Koskey

LIBRARIAN

Maureen Kelley

GUIDANCE

Kelly McFadden

Adam Colantuoni

JOHN F. RYAN ELEMENTARY SCHOOL
Kevin McArdle, Principal
Karla Conway, Assistant Principal

<u>TEAM 6A – Agnes Sacramone, T.L.</u> <u>ENGLISH</u> Judi Foley <u>SOCIAL STUDIES</u> William Kirwin <u>MATH</u> William Buckley <u>SCIENCE</u> Agnes Sacramone	<u>TEAM 6B - Thomas Conlon, T.L.</u> <u>ENGLISH</u> Eileen Gardner <u>SOCIAL STUDIES</u> Thomas Conlon <u>MATH</u> Virginia Kirwin <u>SCIENCE</u> Robin Reading
<u>TEAM 6C – Carol Sagro, T.L.</u> <u>ENGLISH</u> Pamela McDade <u>SOCIAL STUDIES</u> Edward Manzi <u>MATH</u> Brenda Regan <u>SCIENCE</u> Carol Sagro	<u>TEAM 6D – Barbara Gillette-Manna, T.L.</u> <u>ENGLISH/ SOCIAL STUDIES</u> George Kalarites <u>MATH/ SCIENCE</u> Barbara Gillette-Manna
<u>TEAM 5A</u> <u>ENGLISH/SOCIAL STUDIES</u> Nicole Rauseo <u>MATH/SCIENCE</u> Ann Read	<u>TEAM 5B</u> <u>ENGLISH/SOCIAL STUDIES</u> Jayne Farnham <u>MATH/SCIENCE</u> Pamela Shirkoff
<u>TEAM 5C</u> <u>ENGLISH/SOCIAL STUDIES</u> Joanne O'Brien <u>MATH/SCIENCE</u> Christine Cremin	<u>TEAM 5D</u> <u>ENGLISH/SOCIAL STUDIES</u> Mary Jo Gould <u>MATH/SCIENCE</u> Patricia McDonnell

<u>TEAM 5E</u> <u>ENGLISH/SOCIAL STUDIES</u> Kristin Dillon <u>MATH/SCIENCE</u> Elizabeth Dollas	<u>TEAM 5F</u> <u>ENGLISH/SCIENCE</u> Kim Hillson <u>MATH/ SOCIAL STUDIES</u> Scott Winters
<u>TEAM 5G</u> <u>ENGLISH/SOCIAL STUDIES</u> Andrée Johnson <u>MATH/SCIENCE</u> Frances Gath	<u>TEAM 5H</u> <u>ENGLISH/SOCIAL STUDIES</u> Gus Jardin <u>MATH/SCIENCE</u> Jennifer Mrozowski
<u>ART</u> Diane Slezak <u>MUSIC</u> Marguerite Weidknecht <u>INSTRUMENTAL MUSIC</u> Hilary Anderson (Shared with High/Middle Schools) <u>HEALTH</u> Kristi Flagg <u>COMPUTERS</u> Barbara Jagla Cooper Naylor	<u>PHYSICAL EDUCATION</u> Ronald Drouin James Manley Erin McSheehy <u>WORLD LANGUAGES</u> Susan Gagnon <u>READING</u> David Mullen Kimberly Stone Lisa Zullo <u>LIBRARIAN</u> Mary Eldringhoff

SPED - Sharon Moser, T.L.* (One Half – Shared with Middle School)

HEATH BROOK SCHOOL

Pauline King, Principal
Carole Gallo, Head Teacher

<u>Kindergarten</u> Linda Austin Kathleen Ford <u>Grade 1</u> Cindi Fabrizio Susan LaMotte Helen Matysczak Joanne Morrissey <u>Grade 2</u> Donna Bowden Joan Ciambella Diane Davos Brenda McWilliams	<u>Grade 3</u> Mary (Molly) Crowley Elaine Fiske Lori Hyland Jaime Lane <u>Grade 4</u> Christine Hassan Marcia Kalarites Mary Loosen Jennifer Siopes
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LOELLA F. DEWING SCHOOL

Cathy Ronan, Principal
Donna LeCam, Head Teacher
Elizabeth Robinson Head Teacher

<u>Kindergarten</u> Dolores Harrison Maureen McSheehy Kristi Rodgers <u>Grade 1</u> Lisa Cournoyer Shelley DeGrechie Patricia Fabrizio Maryellen Hirtle Claire Reed Patricia Stratis <u>Grade 2</u> Maureen Kane Kathleen MacLeod Shirley Sanford Carole Sullivan Barbara Vitallo	<u>Grade 3</u> Nancy Boyle Maureen Buckley Jane Kelley Mary Ann Primerano Sandra Ryan Loren Vella <u>Grade 4</u> Shannon Demos Lynn Francisco Marsh Michelle McGrath Lisa Parker Jeanne Pincher
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LOUISE DAVY TRAHAN SCHOOL

George Paul, Principal

Christine Themeles, Head Teacher

<u>Kindergarten</u> Jennifer Marcella Kathleen Mootrey <u>Grade 1</u> Maureen Jackman Ann O'Hara Betty Themeles <u>Grade 2</u> Catherine Brimer Donna Mooney Christine Themeles	<u>Grade 3</u> Trudi Hennemuth Karen Ware Elizabeth Zambella <u>Grade 4</u> Patricia Dias Barbara Krueger Judith Middleton
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NORTH STREET SCHOOL

Ralph Natola, Principal

Marjorie Conlon, Head Teacher

<u>Kindergarten</u> Dolores Harrison Marjorie Petalas <u>Grade 1</u> Ann Whynot Sheila Gurry Rita O'Sullivan Catherine Ventura <u>Grade 2</u> Deborah Brewin Teresa Enos Elizabeth Krzesinski Denise Morandi	<u>Grade 3</u> Mary Lou Adams Judith Allard Theresa Follett <u>Grade 4</u> Karen Cintolo Marjorie Conlon Kim Gagnon Michelle Gaudet
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<p>ELEMENTARY SPECIALISTS</p> <p><u>Elementary Librarian</u></p> <p>Jamie Foss</p> <p><u>Reading Specialists</u></p> <p>Catherine Gagne – Heath Brook School Gloria Graves – Trahan School Nancy Kalajian – North Street School Susan Lachance - Heath Brook School Elizabeth Robinson – Dewing School</p> <p><u>Elementary Art</u></p> <p>Kristen Kosiba – Dewing/North Street Schools Linda Malone – Heath Brook/Trahan Schools</p> <p><u>Elementary Music</u></p> <p>Marie Maranville – Dewing/North Street Schools Andrea O'Donnell - Trahan/Heath Brook School</p> <p><u>Elementary Physical Education</u></p> <p>Jodi Higgins - Dewing/North Street School David Marcus - Heath Brook/Trahan Schools</p> <p><u>Health Educator</u></p> <p>Mary Laffey</p>	<p><u>Behavior Management Facilitator</u></p> <p>Robert Ware</p> <p><u>Attendance Officer</u></p> <p>George Hazel</p> <p><u>Gifted and Talented</u></p> <p>Rosamond Dorrance</p> <p><u>K-4 Technology Curriculum Specialist</u></p> <p>Kathy Santilli</p> <p><u>MCAS SUPPORT</u></p> <p>Eileen Lindsey (Shared with Ryan/Middle Schools)</p>
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SPECIAL EDUCATION DEPARTMENT

School Adjustment Counselors and School Psychologists

Marsha Audette - North Street/Dewing Schools
 Melissa Bates – Middle School
 Alexandra Comer – Ryan School
 Linda Hamilton - Trahan/High Schools
 Colleen Leary – Dewing School
 Mariellen Nastasi – Heath Brook School

Speech Therapists

Kristen R. DiAntonio – North Street/Trahan
 Jan Fuller - Ella Fleming School
 Heather Hanson – Dewing
 Stefanie Waitte – Heath Brook

Early Childhood Specialist

Donna Greene – Ella Flemings School
 Patricia Keddle – Ella Flemings School
 Lisa Marcheterre - Ella Flemings School

P.D.D.

Patricia Martel – Trahan School
 Kristen Maguire – Trahan School

Physical Therapist

Jennifer Merrill – Systemwide

Occupational Therapist

Gail Bliss – Systemwide
 Pamela Pinard - COTA

English as a Second Language Tutor

Mary DiCiaccio

Early Childhood Facilitator

Mary Ann Storms

Moderate Special Needs Specialists

Mary Beth Aiello - Heath Brook School
 Kathleen Anderson – Ryan School
 Karen Bancroft – Heath Brook School
 Donna Blakeslee – High School
 Antonette Byrnes – Middle School
 Richard Camire, Life Skills, Middle School
 Emily Cotter – Dewing School
 Nancy Farrey-Forsyth – Middle School
 Patrick Galligan - High School Cs Mgr./TL
 Carole Ann Gallo – Heath Brook School
 Kevin Gibson – Ryan School
 Jane Goggin – Trahan School
 Donna Graham – Ryan School
 Robyn Hakala – Dewing School
 Lisa Hughes – North Street School
 Gretchen Hummrich – Ryan School
 Kim Hynes – Ryan School
 Sandra Keefe – Ryan School
 Mary Kennedy – High School
 Carolyn Kibbe – High School, Hearing Impaired /part time High School English)
 Roseanne Kolack – Middle School
 Kimberly LaFland – Heath Brook Kindergarten
 Renee Langlais – Heath Brook
 Donna LeCam – Dewing School
 Joan Lynch – North Street School
 Patrick McAndrews – High School
 Sharon Moser – Middle/Ryan School Cs Mgr.
 Kara Buckley Murray – Middle School
 Mary Elizabeth Nee – Heath Brook School
 Courtney Newberg – Dewing School
 Stephanie Pagiavlas – Middle School
 Diane Pellegrini – Ryan School
 Janet Reyes – Trahan School
 Elaine Riley – High School
 Thomas Shanley – High School
 Cindy Times – Middle School

EDUCATIONAL SUPPORT STAFF

Certified Aides

Kristine E. Benning – Ryan School
 Marjorie Jean Chan – Dewing School
 Elaine Ciccolella - Ella Flemings School
 Paula Curtin – North Street School
 Mary Ann Deshler – Special Needs – Middle
 Joanne Elwell – Spec Needs, Heath Brk School
 Marcia Freeman – Special Needs, Heath Brook
 Patricia Hunt – Ella Flemings School
 Pamela Lussier – Ella Flemings School
 Anne McGregor- Special Needs, High School
 Sheri Mulloy – Spec Needs - Heath Brook Schl
 Susan Mulno – Dewing School
 Lois Murphy – Spec Needs – H.B. Inclusion
 John O'Brien – Special Needs – High School
 Dennis Peterson, Jr. – Middle School
 Ted Skinner – Spec Needs - High School
 Maria Skoropowski - Spec Needs - High School
 Melanie Tirabassi – Learning Center - H. S.
 Dennis Winn – High School
 Sarah Yore – Life Skills – Middle School
 Anissa S. Zotos –Trahan School

Transportation & Facilities

David Libby – Center School

Non-Certified Aides

Kathleen Casey – High School
 Janet Davis – Kind. Aide – Heath Brook School
 Donna DePierro – Life Skills – Trahan School
 Gale Durkin - A.V. Aide - High School
 Judith Fitzgerald – Kind. Aide – Trahan School
 Patricia Gale – Kind. Aide – North Street School
 Christine Hirsh – Special Needs – Middle School
 Mary Lazzara – Kind. Aide - Heath Brook
 Denise Martucci - Kind Aide – Dewing Schl
 Beth Ann McDermott – Dewing School
 Mary Morris - A.V. Aide - Middle School Sch
 Kathleen Penney - Spec Needs Heath Brook
 Alison Shikles – Spec Needs, Dewing School
 Debbie Wells – Spec. Needs, Ryan School
 Patricia Welch – Spec. Needs, Ryan School

Network Manager

Keith Young – Center School

Technology Service Technician

Kevin Carey

School Nurses

Judith Hopkins
 Linda House
 Monica McBrine
 Sandra Miller – Assoc. Nurse
 Carol Moriarty
 Marcia Osterman
 Beverly Robinson
 Elaine Walsh

Library Aides

Lynnette Allen
 Gayle Bowers
 Christine Cote
 Ann Donnelly
 Judith Dziadosz
 Patricia Fothergill
 Barbara Keefe
 Dixie LeBlanc
 Evelyn McCabe
 Ellen-Dale Robichaud
 Mary Tozowski
 Denise Trevor

School Secretaries

Jean Aylward
 Kathy Baker
 Jeanne Blackstone
 Rose Cochran
 Judith Colman
 Paula Coppola
 Anne Duncan
 June Fowler
 Joanne Kearns
 Louise Kelley
 Janice LaRocque
 Mary Maguire
 Eileen Mahoney
 Lisa Marget
 Annmarie McCormick
 Donna McKenna
 Kelly Mercier
 Patricia Meuse
 Patricia Napoli
 Diane Paglia
 Sarah Robson
 Barbara Sullivan, School Committee Secretary
 Deborah Sullivan
 Nancy Torname
 Sharon Zaremba

Food Service Workers

Robin Adams
Maureen Bedard
Elaine Bennett
Eileen Callanan
Linda Carter
Linda Castiglione
Lesley Craft
Barbara Curtin
Allison DeFelice
Carolyn DeSisto
Lynn DeVoe
Robin Foran
Anna Gaudet
Gladys Goldstein
Jane Grant
Denise Guiliani
Diane Hendrigan
Nancy Houmiller
Rosemary Indelicato
Joyce Kling
Carol Lennon
Christine Lopolito
Marie Murphy
Mary Beth Morello
Deborah Mugford
Yvette Payne
Grace Petkiewich
Patricia Reale
Tammy Rich
Kimberly Sheehan
Kathy Sholl
Barbara Stevens
Laura Sullivan
Holly Tellier
Roberta Waldrip
Jane Wilson
Janice Woodman

Maintenance and Custodial Workers

James Sharkey, Maintenance Foreman
Joseph Burke – Heath Brook School
Michael Carey - Heath Brook School
William Catherwood – Middle School
Peter Cote – High School
Charles Coughlin – Ryan School
Henry Dewing – Middle School
Benjamin Dobbin – High School
Travis Dobbin – Ryan School
Lynne Dykeman – High School
Richard Fallon – Ryan School
Thomas Gilbride – Maintenance
David Harrington – High School
Ronald Heald – Middle School
Bruce MacDonald – High School
Jon Marchand – Maintenance
Daniel Martin – Middle School
Joseph McCann – North Street School
Robert McCarthy – Dewing School
Kevin Morrissey – Center School
Terrance Neal – Middle School
Richard Newton - High School
Roy Osterberg – Ryan School
Donald Page – Heath Brook School
Ronald Page – North Street School
Roland Patterson – High School
Steve Patterson – High School
Carlos Rebelos – Ryan School
Joseph Rice – Trahan School
James Shimkus – Ryan School
Richard Stronach – Dewing School
Phillip Stone – Maintenance
Shawn Sughrue – Maintenance
Barry Sullivan – Ryan School
Barry Sullivan, Jr. – Ryan School
Peter Thuillier – Trahan School
William Wilson – Dewing School

Matron

Sandy Ryan – High School
Nancy Teas – Ryan School

Shawsheen Valley Regional Vocational / Technical High School District

The Shawsheen Valley Regional Vocational Technical School District is pleased to submit its 2003 Annual Report to the citizens of Bedford, Billerica, Burlington, Tewksbury, and Wilmington. Located on Cook Street in Billerica next to the towns of Burlington and Wilmington, the school celebrated its 34th anniversary this year, perpetuating the highest quality in vocational technical education to area youth and residents.

The elected representatives of the 10-member Regional School Committee that governs the District are: Mark Trifiro and Donald Drouin from Bedford; Kenneth L. Buffum, Vice Chairman, and Bernard F. Hoar, Treasurer, from Billerica; Paul V. Gedick and Alfred Verrier from Burlington; J. Peter Downing and Patricia W. Meuse from Tewksbury; and James M. Gillis, Secretary, and Robert G. Peterson, Chairman, from Wilmington. Charles Lyons has been Superintendent/Director of the District since 1987.

Shawsheen Valley Technical High School (SVTHS) is one of 26 regional vocational technical school districts in Massachusetts. One thousand two hundred and ten high school students were enrolled in SVTHS's day school programs in October of 2003, and more than 600 adults participated in the school's various adult and continuing education courses.

The high school graduating class of 2003 numbered 241 seniors. By September of 2003, 38 percent of Shawsheen Tech graduates were employed in their area of expertise; 54 percent of the graduates were pursuing higher education; one percent entered the military forces; and seven percent were employed in other trade areas.

Shawsheen Valley Technical High School continues to benefit from a growing appreciation within the School District for the comprehensive secondary-level experience offered at the school. In its instructional approach, vocational education provides an immediate and realistic context for students, many of whom prefer and flourish in this type of hands-on, intuitive experience. The activities that comprise the state-of-the-art vocational curriculum not only result in unique educational achievement not realized in the traditional academic experience but also support a communication between the teacher and student whose historic origins lay in the relationship between the apprentice and the master crafter.

Academic Programs

The core of the Shawsheen educational experience also consists of a strong academic component, pre-eminent among the state's vocational schools in many standardized measures of knowledge and ability.

MCAS Performance: In the spring of 2003, Shawsheen's sophomores (members of the class of 2006) outperformed all other sophomores from all other Massachusetts vocational schools on measures of English Language Arts performance and on combined measures of English Language Arts and Mathematics performance. Within the regular-education population (students who are not identified as disabled and who are not receiving Special-Educational services), 94 percent of the tested students passed the MCAS test on their first attempt. Within the Special-Education population, 51 percent of Shawsheen disabled students passed the test on their first attempt. Both the regular- and Special-Education scores significantly exceeded statewide averages. Shawsheen has also had noteworthy success in attaining the MCAS standard through the performance-appeal and alternate-assessment options.

The performance of these students in the spring of 2003 — along with the improvement observed between that year and the preceding test years — strongly suggests the effectiveness of the English Language Arts, Mathematics, and Support Services programs and can be linked to:

- Extensive curriculum development and rigorous classroom instruction focused on outcomes aligned with Department of Education Curriculum *Frameworks* in all core courses.
- Application of computer assisted instruction to support and enhance attainment of essential skills.
- One-on-one tutoring involving prescriptive teaching strategies, level-appropriate instructional materials, and individual instruction utilizing MCAS test item analysis.
- Saturday MCAS-preparation sessions.
- Summer MCAS-preparation sessions including mathematics and writing clinics.

Athletics

For the third time in seven years, the athletic program was honored as the recipient of the prestigious Walter Markham Award, presented annually by the *Boston Globe* in recognition of the most successful vocational-school athletic program in the Commonwealth of Massachusetts.

Over 360 students participated in interscholastic athletics, capturing Commonwealth Athletic Conference championships in football cheerleading, girls' basketball, basketball cheerleading, baseball, and softball. SVTHS state-tournament qualifiers included the boys' soccer, girls' soccer, boys' basketball, girls' basketball, ice hockey, baseball, softball, and lacrosse teams. The wrestling and softball teams won state vocational titles. The baseball and girls' basketball teams also qualified for the state vocational tournament.

In addition to these outstanding teams, SVTHS athletics developed exemplary individual athletes. Jennifer Elwell of Tewksbury was selected to the *Boston Globe* and *Boston Herald* All-Scholastic softball team for the second consecutive year. Ashley Morgado of Wilmington became the highest basketball scorer in the school's history.

Building and Grounds

During the Summer of 2003, the Health and Fitness Center was completed. In addition, the first floor of the field house was completed. The parking lot was resurfaced and new curbing, where necessary, was installed. All sidewalks were crack-sealed and seal coated. Approximately 3,000 square feet of new flooring was installed to the corridors, and a new coat of paint was added. Five hundred student lockers were painted. Business Tech was rebuilt and new carpet was installed in that area. Floor improvements extended to the Internet Technology area, where new floor tiles were installed.

The safety committee made various improvements including new signage and the installation of safety air guns and additional fire extinguishers.

The annull fire suppressant system in the culinary arts department and bakery shop was replaced with a new fire-code approved system.

Adult Evening School: The Adult Evening School continues to offer a wide variety of opportunities to adults interested in expanding their knowledge and skills. More than thirty courses are offered during both the fall and spring semester. The enrollment in these courses has exceeded six hundred adult learners during the past year. Course offerings include a variety of traditional vocational programs such as welding, electrical, woodworking and collision repair as well as technical programs in Adobe Photoshop, web design, computer repair and computer applications. Residents interested in taking these and other types of practical courses are encouraged to call Mr. Raymond Callahan, Adult Education Coordinator at (978) 667-2111 for information and/or a brochure.

School of Practical Nursing: During June commencement exercises, the School of Practical Nursing graduated its eighth class, comprising 31 Licensed Practical Nurses. Since its inception in September of 1994, a total of 288 students have successfully graduated from this program and have gone on to rewarding careers as licensed practical nurses. This intense ten-month program offers qualified adults a combination of evening coursework and clinical externship experiences that prepare aspiring healthcare professionals for the licensed practical nurse exam. The significance and benefit of this valuable program to the community is magnified by the extreme shortages of qualified healthcare professionals that exist both locally and nationally. Residents interested in applying to the LPN program are urged to contact Assistant Director Patricia Noonan at (978) 671-3646.

Middle School Career Awareness: Over 350 middle school students from the sixth, seventh, and eighth grades of the five district towns participated in career awareness activities at SVTHS after school during the winter of 2003. Each student was provided with the opportunity to spend a total of five hours exploring each of eleven different career path options encompassing the manufacturing, transportation, services, information technology and construction industries. Mr. Mark Small administers this program. He can be reached at (978) 671-3615 for registration information. The program is free of charge and is available for district middle-school students. Busing is provided by SVTHS.

Tech Prep: SVTHS is very proud of the articulation agreements that it has developed with nine local colleges. Through the nationally recognized "Tech Prep" program, these agreements provide qualified SVTHS students with the opportunity to receive college credit for coursework completed prior to high-school graduation. Students receive post-secondary credit when they matriculate into a degree program at one of these institutions. These "Tech Prep" articulation agreements serve to further develop career paths for our graduates, maximize their interest in obtaining advanced degrees in their vocational-technical areas, and assure that students are engaged in a post-secondary educational career path that is both relevant and rewarding.

Summer School: SVTHS offered twenty courses to one hundred and forty-five students from surrounding towns and school systems during the summer of 2003. Courses were offered in English 8, 9, 10, 11, and 12; Mathematics 8, 9, 10; Algebra 1; Algebra 2; Geometry; U.S. History; World History (Civilization); World Cultures; Social Studies; Civics; Lab Physical Science; Lab Biology; Earth Science; and Physical Education. Many courses are team taught, requiring students to complete integrated research tasks in a state-of-the art PC lab. In addition, developmental and remedial instruction was offered by certified Consulting Teachers of Reading using traditional and technologically-assisted instruction. Individual and small-group pull-out tutoring is available for students whose Educational Plans stipulate these services. Individuals seeking summer-school information should contact Dr. Robert Kanellas, the Summer School Coordinator, at (978) 671-3631.

Computer Services

Student Information System: The Computer Services staff completed the 2003 Academic School Year using the new "iPASS" student information system. For the first time at Shawsheen, the system provided transcript information for the additional credits given for Health & Safety as well as Career Awareness from the freshman exploratory program for the ninth grade class. During the summer, all academic student scheduling as well as ninth grade exploratory scheduling was completed for one of the highest student enrollments in recent years. In addition, for the first time this past fall, freshman students received shop exploratory report cards at the same time as their first academic report card rather than later in the year. For the second quarter Mid-Term Progress reports, teachers used "iPASS" for the first time to enter grades for a new Mid-Term Progress report rather than doing the reports manually. At the end of the year, the computer staff started work on a Certificate of Occupational Proficiency report that will allow vocational teachers to provide each student with a detailed report of the student's competencies in his or her shop area.

Computer Network: In February, a new wireless computer lab was installed in the Automotive related lab. During the summer, the network staff redesigned the TCP/IP network and VLAN's to improve performance and manageability of the school network. The staff also converted the school's Windows NT 4.0 servers to Windows 2003 servers and Active Directory. In addition, a new Windows 2003 server was installed to support the increased requirements of the Special Needs department. The network staff also upgraded one of the academic computer labs with new Dell PC's during the summer and reconfigured the three Business Technology labs along with two reading labs. In the fall, the staff setup a new Cyber Imaging computer product, which allowed the Cosmetology department to increase their use of technology for the students. The staff also installed a new virus protection system on all desktop computers in the building.

Staff: Scott Ouellette was hired as a computer network technician in the Computer Services Department. Scott was the top graduate from the Internet Technology shop at Shawsheen Tech for the class of 2002. He is also working towards his Bachelor's degree at UMASS-Lowell.

Dean of Students

Project 540 Degrees, a nationwide initiative involving 250 high schools designed to encourage and engage young people in active citizenship, is continuing at Shawsheen Tech. Students involved in this exciting program have implemented a plan for creating awareness of Shawsheen's extra curricular activities through a bulletin board purchased with grant funds from the Pew Charitable Trusts. The students involved in the project facilitate dialogues in classrooms then create proposals for school and community change.

The Dean's Office *Team Dating Violence Awareness Group* plans to continue raising funds for a local shelter, to whom the group has donated \$319 towards the purchase of a new swing set.

Guidance

Admissions: Applications for the freshmen class for fall 2003 eclipsed five hundred. Three hundred twenty-five students were enrolled. These statistics reflect a continuing trend of increased interest in the technical education offerings of Shawsheen Valley Technical High School as well as a modest increase in the number of eighth-grade students in the district.

College and Career Planning Night: The annual college and career-planning night held in early November attracted over 400 people. In addition to Shawsheen Tech seniors and their parents, invitations were extended to eleventh and twelfth grade students residing in the five district towns.

This comprehensive endeavor included representation from 29 local colleges and career schools, five branches of the armed forces, and various local employers. In addition, financial aid strategies and resources along with a detailed presentation on the process associated with financial aid assistance were presented by a representative from the Massachusetts Education Financing Authority (MEFA).

Cooperative Education Program: The cooperative education program, which represents a partnership between Shawsheen Valley Technical High School and local industry, affords eligible students the opportunity to gain meaningful work experience in their field of study. In December 2003, over 70 seniors were in the cooperative education experience. Over 250 area businesspersons serve on Shawsheen Tech's Craft Advisory Committee — monitoring and ensuring up-to-date curriculum, equipment, content and technology. Among the first to hire graduates from school programs for which they actively serve as consultants, members of this comprehensive committee meet twice each year with Shawsheen Valley Technical High School administration and faculty.

School Council

During the 2002-2003 school year, the School Council, co-chaired by Assistant Superintendent-Director/Principal Robert Cunningham and parent Nancy Higgins, reviewed and recommended the initial school budget prior to submission to the School Committee and endorsed a new School Improvement Plan that enhanced curriculum standards, students' attitude for success, guidance services, communication, parent involvement, computer applications, professional development, and building needs.

Technical Programs

Automotive: The Automotive program successfully completed its three-year National Automotive Technician Education Foundation (NATEF) review, meeting all required standards with regard to curriculum, equipment, tools and teacher certifications. All instructors in the program are Automotive Service Excellence (ASE) certified expert technicians and are committed to keeping their knowledge and skills current. As a result of the faculty's ongoing, professional commitment, students are prepared to meet the standards of a constantly changing industry.

September marked the opening of Automotive program's renovated and upgraded related theory classroom. Completion of this project has made possible student access to a program called Automotive Information System using one of 20 on-line computers at each student desk. Automotive Information System is an unlimited curriculum and resource for safe auto-repair instruction, technical information, and the latest updates on specific jobs. The program also allows teachers to obtain lesson plans for job-specific repairs and data repair for every car used for demonstration or service.

The related classroom uses many engine mock-ups, parts displays, posters and even a full-size break-away car as instructional resources in formal instruction. The teacher's ability to visually and kinesthetically connect instruction to these resources conspicuously and measurably enhances the students' understanding of automotive theory.

Through capital funding, a new state-of-the-art alignment rack and lift have been purchased and installed in the shop. This purchase will allow the students the opportunity to develop competencies that will make them more marketable upon graduation. In addition, it meets the highest safety standards available in lift equipment today.

The automotive program continues to meet vehicle repair requests from our sending towns. The recent repair and painting of the town of Burlington's DARE vehicle is a good example of a project that helped the town and provided the students with a valuable learning experience.

Auto Body: The Auto Body program is a National Automotive Technical Education Foundation (NATEF) certified program, having met all the required standards for equipment, curriculum and teacher's certifications. Satisfying the rigorous standards of the National Automotive Technician Education Foundation (NATEF) requires instructor diligence and commitment to students. The single mission of the NATEF is to improve the quality of automotive service and repair.

Since the completion of the new automotive computer lab, Auto Body students are able to access the on-line NATEF curriculum, which allows them access to up-to-date automotive technology. The Auto Body program also added an online safety program to its curriculum this year. At the completion of this program, students receive a safety certificate that is recognized throughout the industry.

Air Conditioning & Refrigeration (ACR): ACR is a constantly changing industry. To meet the educational challenges of these changes, the ACR program has purchased and received donations of new air conditioning and heating technology equipment. Training students on the latest equipment is a critical requisite for meeting the expectations of future employers. Many of these donations were obtained from local businesses and advisory members who have supported the program for years.

The ACR program trains its students on real, live work through community work requests and major school projects. The students are presently installing a heating system at the Howe Museum for the town of Billerica. Two other important educational projects that ACR students have recently completed on Shawsheen Tech's grounds are the field-house heating and cooling systems and a cooling system for the science labs. ACR's curriculum includes a maintenance and trouble-shooting component that not only

provides necessary training to the students but also provides a valuable service to the SVTHS Maintenance department. This service is also cost-effective to the district.

New disconnect switches have been installed in all the student workstations, and a lock-out-tag out system has been purchased to enhance the shop's safety environment. The curriculum has been updated to include training in the system as well as many other new safety procedures for the program.

Business Information Services: The supervised externship program will be implemented during the third term this year. Students gain important office skills through this program and will be able to provide needed support and help to area town facilities during a continued time of fiscal restraint. Many of last year's seniors have continued in their positions as full-time employees at the various local businesses and town facilities.

The three business labs have been renovated to meet the technology standards of the industry. Changes have not been limited to the building itself, but equipment has been purchased as well, which will improve the efficiency of all the computer equipment in the labs. The completion of the project has resulted in a safer and improved environment for learning.

By completing Business Information Services' new Microsoft Training Program, many students have received a Microsoft Certification.

The marketing curriculum has been expanded this year to increase students' opportunities upon graduation. Competencies are developed through the operation of the school store and through the compilation, collection and distribution of the morning food break orders for the entire school.

Carpentry: The Carpentry department, along with all the construction trades, is in the process of completing a split-level house. The house will be turned over to the Billerica Housing Authority upon completion. The students developed skills in framing, exterior finishing, roofing and interior finishing through the construction of this home. This outside project not only provides students with valuable live work in which to develop competencies but also instills community responsibility in the students. The following are other community and school projects in which the department is involved:

- Shawsheen Tech field house.
- Shawsheen Tech baseball dugout renovation.
- Billerica Vining School sign.
- Billerica Elks gazebo re-roof.
- Billerica Howe Museum renovation.
- Burlington Police Station project.
- Tewksbury Elks picnic tables.

These projects provide a tremendous savings to the school-district towns and community organizations as well as work experiences for the students.

Cosmetology: The Cosmetology program has expanded its community service program in which teachers are accompanying 10th and 12th grade students to sending communities' nursing homes, senior centers and assisted living facilities. This year, the program was expanded to include a new elderly event, which was dubbed Elderly Citizens Day. On this day, elderly citizens are invited to the school for beauty makeovers and a lunch in the dining room. These types of programs provide students with real, live work and at the same time instills compassion for our elderly population. In addition, many of our local citizens take advantage of cosmetology's services at the school on a regular basis.

The Cosmetology program has recently purchased cyber-imaging software and an equipment program, which were recommended by the Craft Advisory Committee. As a result of this curricular this update, students will have the skill and knowledge to obtain employment in salons with the latest technology in hair design.

The Cosmetology instructors recently and proudly announced that all of the preceding year's Cosmetology graduates — seventeen students in all — have received their state cosmetology licenses. The breadth of this accomplishment strongly suggests the instructors' ongoing commitment to instructional excellence.

Culinary Arts: The Culinary Arts department is in the process of updating curriculum and equipment to meet the standards of the American Culinary Federation (ACF). Completion of the necessary documentation and an evaluation of the program by the American Culinary Federation (ACF) are being planned for this year. Once the program receives this certification, the students will have the opportunity to take the American Culinary Federation (AFC) exam and receive their American Culinary Federation (ACF) credentials. In addition, this year's culinary students will gain knowledge and skills that will prepare them to take the Serve-Safe certification exam. Many food establishments require this credential as a condition of employment today.

Overseeing the operation of the Ram's Head Dining Room continues to be a valuable aspect of the culinary program. The dining room allows the public to have an enchanting culinary experience four days a week for a very reasonable cost. Two noteworthy events for which the culinary department prepared meals during the current year included:

- The annual Craft Advisory Committee dinner for which they planned, prepared and served 250 Advisory Committee members, and
- Four citizenship awards banquets in which students were honored for high character.

Another key aspect of the Culinary program is the bakery, a program in which students learn to create breads and pastry and to operate a retail bakery, open to the public four (4) days a week. The bakery also supplies many items to the culinary program for the students' break service.

Diesel: The Diesel program has replaced their corrosive alkaline-based hot cleaning tank with a new environmentally friendly aqueous spray tank. This purchase has provided for a safer method of working with chemicals and produces no hazardous waste materials. Owing to the generosity of a local company, students are being trained on the operation of a donated automotive machine lathe, allowing them to develop competencies in boring, planning, and counter boring engines and cylinder heads. A Volvo Penta Marine diesel was also donated to the program recently for the purpose of training and testing students. The program continues to update its Mitchell on-Demand DVD system with the annual purchase of new software.

The Diesel program is National Automotive Technician Education Foundation (NATEF) certified, with the instructors meeting Automotive Service Excellence (ASE) certifications in all areas of instruction. Mr. Havens is also an evaluation team leader for the organization, which allows him to stay current with all regulation changes each year. In addition to National Automotive Technician Education Foundation (NATEF), the program maintains national certifications in Mechanical Repair Pollution Prevention and an online safety program called SP2.

Some of the work projects students have accomplished this year include the:

- Rebuilding of a Ford F-250 engine and transmission.
- Rebuilding a rear axle housing on a John Deere tractor.
- Reconditioning the fuel system, transmission, and brakes for a handicap van donated to Shawsheen Tech.

Drafting: The Drafting program is certified by the Drafting and Design Association — the first program in the Commonwealth of Massachusetts to receive this national certification. The association was so impressed with the quality of the application and knowledge of its instructors that they have asked Mr. Andy Botticelli, drafting instructor, to chair the curriculum committee for its organization and to provide support to other vocational schools in the Commonwealth. The 12th grade students will have the opportunity to obtain a certification from the Drafting and Design Association for the first time this year.

Some of the software programs on which drafting students are developing skills are: Auto-CAD, Solid Modeling, Pro-E, and G.I.S Terrain Modeling. Although the students adhere to a strict and vigorous curriculum, they still have the chance to gain real project experience by completing community requests and school drawing needs. The following are a few examples of completed projects this year:

- Shawsheen Tech's master signage plan.
- Shawsheen Tech's parking lot design.
- Design and construction drawings for the Girl Scout's ecology sign.
- Machine Shop renovation design and construction drawings.
- Billerica Fire Department's school floor plan project.

The efforts of the Drafting instructors have resulted not only in the most technologically advanced drafting program in the state but also — and more importantly — in pre-eminent learning and employment opportunities for their students.

Electronics: Based on Craft Advisory Committee recommendations, the Electronics instructors spent much of the recent summer redesigning the shop layout. Workbenches, equipment, computer stations, storage cabinets, and electrical and computer cables were moved. Although none of the relocations was easy, the dedicated Electronics instructors completed the tasks themselves, creating a shop environment that is more efficient and conducive to learning.

Through capital budget funding, the program was able to purchase Lab-Volt and NIDA computer-based instructional equipment. In order to utilize this equipment to its fullest capacity, the staff members developed a new curriculum, which exposes the students

to a much wider and more difficult range of projects. In addition, the curriculum was revised to include computer repair at the sophomore level.

In order to implement a rigorous curriculum reflecting technological changes, Mr. Richard Galante was added to the Electronics faculty. His extensive experience and knowledge of the electronics and computer industry has strengthened an already talented team of instructors.

Electrical: The Electrical students continue to gain a wide range of competencies through outside projects. They obtained skills and knowledge in the industrial aspect of the field this past year by completing the wiring of the school's new field house and concession stand. Completing the Billerica Housing Authority house project provided the students with the necessary residential wiring experience needed this year. The students are developing skills in maintenance and trouble shooting with an on going commitment by the department to support the maintenance staff with constant repairs requests.

To accommodate the physical demands of a growing student population, the program has redesigned its shop space to include more workstations. Disconnect switches were recently installed in each student workstation, creating a much safer shop environment with the integration of a lock-out tag system. The Electronics faculty expresses its professional gratitude to two Advisory-Council members, the Interstate and Tocco Electrical companies, for their donation of the equipment used to make this safe change possible.

Graphics: The Graphics department has kept pace with technology by purchasing new G5 computers and upgrading its operating system. Revisions were made in the curriculum to accommodate these purchases.

The students in the Graphic program develop valuable competencies by completing various printing projects for the school and district towns. The students also oversee the copying center where materials — such as student handouts, exams, and instructional worksheets — are duplicated for the administration and instructional staff.

Health: All Health seniors were placed at a medical facility or nursing home during the first week of school in the senior externship program, allowing them to gain experience working under real conditions, which is not possible in a school setting. Many of this year's seniors have been placed on co-op as Certified Nursing Assistants, Medical Assistants and Child Care Aides. This year's placement rate and externship program are good evidence that the program's curriculum is preparing students for today's job market.

CPR training will soon be added to the Medical and Nursing Assistant curriculum, and a one-year childcare theory course is being considered, based on the Advisory Committee's recommendations and employer needs within the district.

The Licensed Practical Nursing (LPN) program currently has 36 full-time evening students working at Tewksbury Hospital, Lowell General Hospital, and New England Pediatrics. The LPN students begin their studies in August each year and graduate the following June. The graduating class of last year had comprised 31 students, 29 of whom passed their state boards and received LPN certification.

Internet: The Internet program's two labs were completely renovated last summer necessitated by its expanded curriculum. Student workstations, which were designed built to facilitate the computer-repair component of the curriculum, have allowed more open space within the shop. Telecommunication, electrical and computer-service wiring were relocated; walls were painted; and new flooring was installed. In addition, three new servers along with a new Internet wiring system were purchased and installed by the students, giving them a practical, hands-on experience.

Due to a change in the curriculum this year, grade-12 students have been learning the software and hardware components of A+ computer repair technology, which has resulted in 17 of 19 students' receiving A+ certification in both areas. The remaining two students have passed the hardware portion.

Students in the Internet program are also exposed to the CISCO curriculum, which is based on the Certified Network Administrator Certification. Upon completion of this grade-12 curriculum, students will be prepared to take the certification exam. Other important additions to the curriculum include Microsoft applications and Unix and Java training.

The students have been involved in many community projects this year, which include:

- Fire Department Maps
- Billerica Plan
- Web upgrades

At the recent joint conference of the Massachusetts Association of School Committees and the Massachusetts Association of Schools Superintendents at Worcester Centrum Center, nine Internet students put on a high-technology demonstration, demonstrating their competency of Shawsheen's Internet students and, at the same time, the efficacy of the Internet curriculum.

Machine Technology: The Machine Technology program is a National Institute for Metalworking Skills (NIMS) certified program that has met all of the NIMS standards for curriculum, equipment and staff credentialing. Maintaining this certification is contingent upon students' earning credentials. At least 25% of the students have to pass the Level-I exam and 50% need to pass the Level-II. exam. As a result of meeting these criteria, NIMS has extended the certification until January 1, 2005. Due to the quality of the Machine Technology program and the instructor qualifications, NIMS has recruited the instructors to become part of their evaluation team for other schools throughout the state. For the first time last June, graduates qualified to take the NIMS certification exam. All the graduates took the exam and received the desired credentials.

In order to keep its equipment up-to-date and safe for student use, the Machine Technology program has rebuilt two lathes each year, recently completing that process. The program's CNC software program, Master Cam, was updated to insure that students are learning on the version most commonly found in industry.

As a way of meeting many machine competencies, the students in the Machine Technology program have completed several projects to support other program needs throughout the school and community including:

- New door signs for all school doors
- Clock for Parent Council
- Golf Tournament gifts
- Tewksbury water treatment plant flange project

Masonry: The Masonry students have completed work on the field house and concession stand. This project has allowed the students to develop advance competencies not otherwise possible, which included the construction of quoin corners and brick projections around all windows and doors, along with the tiling of all shower stalls. To complete this project, the students laid over 20,000 bricks and 6,000 blocks, poured and finished 150 yards of concrete, and installed 300 square feet of tile. In September, the students started the challenging task of rebuilding the baseball dugouts. The students will be matching the architectural design of the field house using similar brick and quoin corners, and — in this painstaking process — their workmanship will rise to the level of any in the trade.

The Masonry instructors have updated the program curriculum to include marble and granite competencies. The change in the curriculum was based on employment opportunities in the area and Craft Advisory Committee's recommendations. As part of their curriculum requirement this year, the grade-12 students completed a 10-hour OSHA safety course, an experience that will provide them with more employment opportunities upon graduation.

Metal Fabrication: The Metal Fabrication program has again made upgrades to its equipment and curriculum this year. Funds acquired through a Perkins Grant enabled the purchase of a new CNC break, which will support instruction in the latest CNC technology and, in turn, open a wide range of employment opportunities for the students. The safety features of this CNC break is second to none and will allow the student more independent use of the machine.

Because the Metal Fabrication program is a National Institute for Metalworking Skills (NIMS) certified program, the students will have the opportunity to take the NIMS certification exam this year. This certification is the most widely accepted in the industry. Students who obtain NIMS certification earn skill recognition, boost self-confidence, build creditability in the work place, and improve job opportunities and job placement.

The students have gained new knowledge and developed new skills completing projects that have benefited the school and town including:

- Billerica walkway bridge.
- Shawsheen maintenance repairs.
- Parent Council gifts.
- Golf tournament gifts.

Plumbing: Mr. Thomas Villandry accepted an instructor's position in the Plumbing department this year, bringing to the program invaluable experience and a master plumber's credentials. Upon his arrival, Mr. Villandry assumed responsibility for the grade-9 exploratory program and the grade-10 shop program.

Community and school projects are an important part of the program's curriculum as they provide students with real, live work. These projects give the students the opportunities to improve and complement basic competencies learned at the lower grade levels. Outside projects such as the Billerica Howe Museum and the school's field house allowed the students to develop industrial skills. Participating in the completion of the house project for the Billerica Housing Authority provided the grade-11 and -12 students with skills and knowledge in residential construction. Developing troubleshooting skills is also important and is accomplished through the program's maintenance curriculum, which also helps keep the school's plumbing system working effectively. An important maintenance project this year has been the repair and installation of eyewash stations throughout the school. Efforts from the Plumbing department, as well as the other construction programs, are helping Shawsheen Valley Technical High School become a safer place for students to learn and staff to work.

The instructors have constructed a new steel rack in order to facilitate the implementation of more advanced venting and drainage projects. This new rack system will facilitate the completion of shop projects that require various types of materials and clamping systems. In addition, this rack arrangement is much safer and provides more visibility of student activities in the shop.

Technical Illustration: Technical Illustration has made significant changes in its curriculum and equipment this year. Revisions have been made in the curriculum to support the upgrade in Photoshop, Desktop Publishing, Illustrator, and In Design software.

Through capital funding, the program purchased 20 new Macintosh computers and a computer mobile lab for their related program.

The continued success of Technical Illustration students at Skills USA-VICA demonstrates the level of instruction and the skills students developed in the Technical Illustration program. Students from the program earned three medals at state competition.

Meeting the requests and needs of the school and sending towns engages the students in live work that typically requires a demanding time-line and high-quality standards.

SKILLS USA-VICA: SKILL USA-VICA is a national organization allowing vocational/technical students the opportunity to enter specific skill competition and participate in numerous leadership events.

At the North District Conference last spring, 80 Shawsheen students competed and won 36 medals. Of those 36 students, 24 went on to win a medal in state competition, which included three gold medals. The three gold medal winners went on to compete at the national level and did an outstanding job representing Shawsheen Valley Technical High School in the area of Business, Masonry and Internet.

Certificate of Occupational Proficiency (COP): The COP is the Commonwealth's assessment program for technical education. It is being designed to measure the attainment of industry-based skill standards of students enrolled in technical education. Currently, the Department of Education has approved a competency list from the following eight occupations:

- Automotive Technology
- Cosmetology
- Culinary Arts
- Horticulture
- Carpentry
- Electronics
- Graphics Communications
- Marketing

Shawsheen has taken a leadership roll in the COP process with many of the school's instructors providing their expertise as committee chairpersons and/or members.

Safety: Under the direction of the Director of Community Services, Mr. Roger Bourgeois, the school is in the second year of a five-year process of developing and implementing a school wide safety and health plan. The development of this plan includes work practices, equipment, tools, environmental issues, and educational curricula in all programs. The committee overseeing the development and implementation includes administrators, teachers, students, and safety experts from industry.

The implementation of the plan began this year with a vocational staff member in each program developing a safety plan that included updated safety curriculum for each piece of equipment and work practices. A student record safety plan consistent throughout each program has been put into place. A safety audit has been conducted in each program to evaluate shop equipment

and environment. As a result, new safety equipment has been purchased, signage improved, storage practices changed, and environmental issues addressed.

Through the efforts of Mr. Roger Bourgeois and the instructors in the construction programs, all seniors in these programs have obtained an OSHA certification card. The students attended a 10-hour seminar at the onset of the school year, during which they learned all aspects of construction safety. This certification provides Shawsheen students with more job opportunities, since many construction companies require this certification as part of a hiring policy. Plans are also being completed to implement a 10-hour OSHA general industry safety program. Students who complete this program will obtain a 10-hour general industry OSHA card.

Conclusion and Acknowledgement

The SVTHS District School Committee, staff, and students gratefully appreciate the support that they receive from the residents of the 5-member District. The SVTHS family especially acknowledges the continued financial support of the local Town Managers, Finance Committees, and Town Meetings, who collectively ensure and perpetuate the highest quality in vocational technical training opportunities for area youth.

The District is grateful for the significant contributions provided by Shawsheen Tech staff and employees and acknowledges the many contributions of the SVTHS staff who retired during 2003. Those retirees are:

- Virginia Babine, Financial Administrative Assistant
- Daniel Dorazio, Groundskeeper
- Nancy Fox, Support Services Teacher
- Mary Hawes, School Office Secretary
- Alice Houghton, Dining Room Supervisor
- Mary Jamieson, Cafeteria
- Leslie Marsh, Permanent Substitute Teacher
- Pat McDonough, Cafeteria
- Margarida Mello, English Teacher
- Patricia Smith, Guidance Office Secretary
- Daniel Trainor, Guidance Counselor

COMMUNITY DEVELOPMENT DEPARTMENT

*Community Development
Building*

*Board of Appeals
Conservation Commission
Planning Board*

*Board of Health
Engineering*

Community Development

The Town of Tewksbury's Department of Community Development strives to manage and promote the highest quality of development by coordinating all land use matters in one department; providing information and creative recommendations based on sound planning practices; promoting and assisting sensible economic development; ensuring public health and safety by administering and enforcing applicable statutes, codes, bylaws and regulations; protecting the environment through conservation and wetland protection measures; and supporting other Departments in enhancing the community's quality of life.

The Department of Community Development consists of the following divisions: the Building Department, Board of Health Office, Planning and Conservation Office and the Engineering Office. Staff support is provided to four statutory boards: the Planning Board, Board of Health, Conservation Commission and Zoning Board of Appeals. Administrative support is also provided to the Master Plan Committee, the Planning Board's Zoning Bylaw Subcommittee and the Local Housing Partnership. In August 2003, the Department began to provide administrative support to the Board of Selectmen's Study Committee on the Mills Corporation.

Full time staff within Community Development include: Linda DiPrimio, Administrative Secretary, Walter Polchlopek, Conservation Administrator, Lisa DeMeo, Town Engineer, and Steve Sadwick, Director/ Town Planner. Dawn Cathcart continued to provide Recording Secretarial duties for the Planning Board, Board of Health and most recently for the Selectmen's Study Committee on the Mills Corporation. Allison Bradley continued to serve as Recording Secretary for the Conservation Commission and Local Housing Partnership and Cheryl Romano continued to serve as Recording Secretary for the Zoning Board of Appeals.

Office space consolidation was accomplished in the Spring of 2003 with all Community Development departments collated in one space at the DPW building. Health, Building, Conservation, Planning, Zoning, and Engineering are now serviced at one counter. The consolidation made efficient use of space, has increased effective communications and has provided one-stop permitting for applicants.

Master Plan Project

The Master Plan Project was originally initiated in July 2001 and its work was completed in 2003. Members of the Committee included Frank Sweet, Susan Duffy, Joe Gill, Nancy Reed, Stephanie Wilkie, and Sal Tornare.

The Town of Tewksbury's Master Plan Project is housed at the Department of Community Development. The six-member committee diligently worked through out 2003 in completing the project. The Master Plan was presented to the Planning Board and the public on September 15, 2003. Fulfilling statutory requirements, the Planning Board adopted the plan on September 15th. The Master Plan Committee had two remaining study areas that were reviewed between July and November 2003 by a Land Use Study Group comprised of Stephanie Wilkie, Nancy Reed, David Silva, Steve Deackoff, and Marcia DaSilva. On December 18, 2003, the Master Plan Committee held its final meeting and proposed two amendments to the Master Plan that the Planning Board will take up in early 2004.

The Master Plan will serve the Town as a policy guidance document for future land use decisions.

Affordable Housing

The Town's current MGL Chapter 40B affordable housing inventory is at 4.05%. Until the Town achieves 10%, it will be susceptible to Comprehensive Permits that over ride local regulations including zoning. The Local Housing Partnership spent an enormous amount of time and energy in attempting to address this gap as well as the Town's affordable housing needs. The

Partnership reviewed and provided recommendations for a proposal of 20 home ownership units on Livingston Street. The Partnership worked closely with the Master Plan Committee in developing affordable housing goals to be included in the Master Plan. The Housing Partnership also began a draft document entitled "Town of Tewksbury: Comprehensive Permit Policy." The intent of this document is to articulate the Town's preference with respect to comprehensive permit projects. This document is still under consideration.

In the Spring of 2003, the Partnership attempted to take advantage of a new Comprehensive Permit Regulation adopted by the State. The regulation would provide a one year reprieve from hostile comprehensive permits if the Town had a planned production strategy in place and was actually producing units. The Partnership drafted a plan and identified two parcels of municipally owned land. Both the plan and the two identified parcels were not accepted by the Selectmen. It was requested that the Partnership review additional municipal properties. The Partnership may consider a planned production strategy late in 2004.

A number of founding members of the Partnership left in 2003 and their dedication and hard work are greatly appreciated. Those members include, Michelle Walsh, Robert Kelley, Mary Ellen Fernald, Linda Brabant and Kathy Lee. The Partnership currently includes Corrine Delaney, Steve Deackoff, Greg Peters, Paul O'Neill, Marilyn Phelan, Vincent Spada, Jay Axeson, Brenda Packucki, and Raymond White.

Other Initiatives

The Department continues to work with the Planning Board's Zoning Bylaw Subcommittee in reviewing the Zoning Bylaw. In 2003, the Subcommittee proposed an earthmoving and clearing section to regulate these activities. Additional amendments to the bylaw included increasing landscape buffers, allowing bed and breakfasts in Multifamily Districts, revising zoning boundaries for action originally taken in 1995, and redefining manufacturing. The Zoning Bylaw Subcommittee also provided a draft noise bylaw to the Board of Health which they proposed as a general Town bylaw. Members of the Planning Board's Zoning Bylaw Subcommittee include Vincent Spada, Nancy Reed and David Plunkett.

In August of 2003, the Board of Selectmen created the Study Committee on the Mills Corp. proposal. This study committee is reviewing a project proposal made by the Mills Corporation for a mall in the South Tewksbury area. The committee has met approximately twice per month to receive information from the proponent and the public. The committee ended 2003 with the beginning of a peer review process. The peer review process will conclude sometime in the first quarter of 2004 and the Committee will forward a report to the Board of Selectmen. This report will serve as a basis for future decisions to be made regarding the proposal.

The Department of Community Development had a successful year and looks forward to working cooperatively with the various boards, committees, commissions, departments and citizens in 2004, enhancing the quality of life in the Town of Tewksbury.

Respectfully submitted:

Steven J. Sadwick, AICP

Director of Community Development

Board of Appeals

Following is a breakdown of the activity on which the Board of Appeals acted during the year 2003:

32	Variances	-	18	Approved	4	Denied	10	Withdrawn
12	Special Permits	-	10	Approved	1	Modification Approved	3	Withdrawn
3	Party Aggrieved	-	1	Denied	2	Withdrawn		
5	Combination Variance/Special Permit - Approved							
1	Combination Variance/Special Permit - Withdrawn							
1	Comprehensive Permit - Withdrawn							
1	Extension of Special Permit - Denied							
1	Special Permit Court Case Remanded to the Town - Approved							
1	Party Aggrieved Court Case Remanded to the Town - Approved							

I would like to thank the public for their interest in the Board's activity. I also wish to thank my fellow Board members and the Community Development Department for their time and efforts on behalf of the Board.

Board of Health

Mission Statement: To protect the public and environmental health through health promotion initiatives, advising residents and businesses in compliance matters, and through fair and appropriate enforcement of local, state, and federal public health rules, regulations, bylaws and laws.

The Board of Health hereby submits the following activity report for the year 2003:

Strategic Planning

- Two Household Hazardous Waste Collection Days are held annually in conjunction with the recycling Committee's Environmental Days. Both days this year set records for attendance and waste deposited.
- Board of Health Regulations are continuously reviewed and updated as required. This year, the Board conducted major revisions to its Body Art Regulations in an effort to fairly regulate that industry while protecting the public health. Also, the Board assisted the Planning Board in developing a comprehensive Noise Bylaw which was adopted at the Fall Special Town Meeting.
- The Board was successful in obtaining a grant to offer Skin Cancer Protection Training to the children using the Summer Recreation Program. This grant allowed the purchase of several shade tents to provide a cool area for the children, as well as the purchase of wide-brimmed hats for the children to cut down on exposure to UV Light.
- Emergency Management Planning continues to be a priority as the federal government funds bioterrorism response planning. Staff has worked with the Emergency Management Director in completing two different needs assessments that will hopefully bring federal and state aid to our emergency response capabilities.
- The Board is actively working with the communities of Billerica, Chelmsford, Dracut, Lowell, Tyngsboro, and Westford in forming a regional coalition for response to public health threats within the area. When the set up is complete, agreements will be in place that will allow the towns to provide mutual aid response to each other, and will establish better communications among and protection of the staff and public.

Community Health Services

- Public Health Nurse Virginia Desmond continues to establish herself with the public and the seniors specifically. Her work includes investigating communicable diseases, distributing vaccine to doctors and the public, and offering limited care and referral services to the public.
- A decrease in the amount of Flu Vaccine provided by the state prompted the purchase of addition vaccine by the town for distribution. Publicity about early flu cases and the shortage of vaccine caused the staff to field numerous telephone calls requesting vaccine that was not available.
- An outbreak of Pertussis (Whooping Cough) was experience at the High School, resulting in 14 cases with over 100 direct contacts that needed to be investigated. Cooperation between the Health and School Departments in responding to this problem prevented it from being worse.

Environmental Activities

- All septic system work and inspection forms are reviewed by and filed with the Board's staff. Records dating to 1974 are generally available for review. With sewer construction expansion beginning this year, staff has seen a decrease in septic system applications, and has now begun assisting the Engineer with sewer connection inspections.
- The town continues to work with state and federal environmental agencies in dealing with the Rocco Landfill. The site was listed on the National Priorities List in the spring of 2001, making it eligible for federal funding and oversight. The work is ongoing, and far from over. This year alone, numerous hours were spent assisting with identifying historical photographs of the landfill, as well as negotiating the town's responsibilities within the group of responsible parties and with EPA.
- Special investigations and responses, including neighborhood complaints concerning the Tewksbury Rod and Gun Club, overflowing septic systems, illegal dumping, and housing issues have been addressed.

Animal Control Activities

- The retirement of long time Dog Officer Walter Collins brought change to that title, as it was eliminated and replaced with a new Animal Control Officer. Oversight of the Animal Control Program was transferred to the Health Department from Administrative Services, which will allow residents to contact one department for all animal related matters. Operations wise, this will allow the department to streamline responses, and will allow better response to animal issues.

- West Nile Virus again affected the community, but again, no human cases of the virus were identified from Tewksbury. The Central Massachusetts Mosquito Control Project assisted the town in treating catch basins, spraying in areas where mosquitoes were the worst.
- Beaver dams continue to bother several areas within the town. Numerous beaver dams were reviewed this year, with only a few meeting the emergency criteria allowing the Board to issue emergency breach and trapping permits.
- Rabies continues to be a concern as we respond to animal bite reports. Exposures include both human and animal victims. We again remind animal owners that state law requires rabies vaccination for all dogs and cats; it could save their lives.

Miscellaneous

- Over 500 permits in 18 categories were issued and administered.
- 144 complaints were investigated.
- Over 952 inspections and reviews were conducted.
- Prosecution of criminal matters in court required an estimated 7 hours of staff time.

The year 2003 resulted in many changes within the Board of Health and Health Department. Office space was renovated and reconfigured to allow for more integrated operations within the Community Development Department. The Board welcomed Jennie McCarthy, who was elected to serve out the term of her deceased aunt, Susan Sullivan. The Board also was able to enact a Charter change that will result in the expansion of the Board of Health from a three member elected board, to a five member board in 2004.

In personnel changes, we thank Dog Officer Walter Collins for his many years of service to the Town; Mr. Collins has decided to accept an early retirement package. We welcome incoming Animal Control Officer Brian Fernald, who has served for several years as a part time assistant to Mr. Collins.

I thank Board of Health members Stephanie Wilkie, Jennie McCarthy, and Edward Sheehan for the guidance and support. I also thank Operations Assistant Barbara Westaway, Sanitarian Dean Trearchis, Public Health Nurse Virginia Desmond, Animal Inspector Pamela Gorrasi, Recording Secretary Dawn Cathcart, and Assistant Dog Officer James Sitar for their dedication and service to the community.

Respectfully submitted,
 Thomas G. Carbone, R.S., C.H.O.
 Director of Public Health

**TEWKSBURY BOARD OF HEALTH
2003 ACTIVITY REPORT**

INSPECTIONS CONDUCTED

171	Septic System Inspections
168	Plan Reviews
27	Housing Inspections
2	Condemnations
28	Swimming Pool Inspections
14	Hotel Inspections
254	Food Service Inspections
32	Tanning Booth Inspections
29	Pump Truck Inspections
70	Test Holes
13	Massage Establishments
144	Complaints

PERMITS ISSUED

3	Septic Systems	- New
49		- Upgrade
19		- Repair
66		- Abandon
42	Septic Installer	
38	Septic/Offal/Rubbish Hauler	
9	Hotels/Trailer Parks	
20	Pools	
158	Food Service	
13	Frozen Desserts	
27	Animal	
33	Masseuse	
4	Funeral Director	
7	Tanning Booths	

COMMUNICABLE DISEASES REPORTED

17	Animal Bites
5	Campylobacter
	Chicken Pox
12	Giardia
2	Hepatitis A
4	Hepatitis B
19	Hepatitis C
1	Lyme Disease
1	Meningitis
14	Pertussis
1	Rocky Mountain Spotted Fever
2	Salmonella
1	Shigellosis
1	Streptococcus A
1	Streptococcus B
2	Streptococcal Pneumonia
3	Tuberculosis

Building

During 2003, the Building Department experienced a 12% reduction in number of building permits issued, however the value of the permits issued increased by 10% and the permit fees collected increased by 34%. The department also had some personnel changes with the acceptance of the early retirement bill. I would like to extend my thanks and gratitude to Pat Hennessy who contributed much to this department for the past 18 years. A new employee, Nancy Milano, was hired on a full time basis as an additional Administrative Assistant/Permit Technician to replace Pat. With the additional "one stop" permitting now handled by this department, it was decided that this position was needed. A new permitting package, which integrates with the existing town wide financial package, is being implemented as of January 1, 2004. Dawn Cathcart has done an outstanding job of working to get this system on line, which required many hours loading a lot of information into the system. The renovation work which physically incorporated Building, Planning, Engineering Zoning, Conservation and Health into one area was completed during the winter of 2003 and has received positive reviews from residents and others that utilize the permitting process. The internal communications between these departments was greatly enhanced. Building, electrical and plumbing fees were increased October 1, 2003 in order to bring these fees more in line with the surrounding towns. During 2003, the 2 final buildings associated with the old Tew-Mac Airport were finally demolished, bringing that era to a close. Additionally the old "Cathey Palace" was demolished and the resulting area was incorporated into the renovated Oakdale Mall parking area.

As I said above, the Building Department experienced an increase in the value of work permitted along with the fees collected as shown in the following chart:

	<u># of Permits</u>	<u>Value of work</u>	<u>Fees</u>
2002	960	\$ 30,318,752	\$ 194,981
2003	842	\$ 33,182,666	\$ 261,583
% change	-12%	10%	34%

Present activity includes these major housing subdivisions:

	<u>Emerald Court (Court St)</u>	<u>Stonebury Crossing Main St</u>	<u>Misc. single family dwellings</u>
Total # of units:	93 single fam	30	21
Permitted to date:	45	30	21
Occupied to date:	2	12	8

Commercial projects included:

- Oakdale Plaza Renovations, sched. complete 2004
- New Beer Distribution Warehouse, complete 2003
- Tewksbury Country Club Building, complete 2003
- Various Tenant Fit-ups for Restaurants, Office and retail space.
- Tewksbury Employees Credit Union

Municipal projects included:

- Wynn School Renovation. Completed 2003
- Water Treatment Plant Addition, sched compl. 2004

Additionally, the department issued 786 wiring permits, 1068 plumbing/gas permits, 100 sewer entry permits. Certificates of Inspection were issued to 65 establishments such as restaurants, function rooms, churches and schools. Building Inspectors performed approximately 1450 inspections.

ON THE HORIZON: (proposed projects to start during 2004.)

- Andover Rd. – Robertson Estates – 26 Single Family Homes.
- Small subdivision on Marshall Street

In the Weights and Measures Division, 258 gasoline dispensers, 85 scales and 12 oil trucks were tested and sealed. Five (5) investigations of wrongdoing were investigated. Fees collected were \$ 4,314.

Following is a breakdown of permits issued during 2003.

Respectfully submitted,
 Richard A. Colantuoni
 Building Commissioner

2003 BUILDING DEPARTMENT ACTIVITY REPORT

	<u># of PERMITS</u>	<u>VALUE</u>	<u>FEES</u>
Com ADDITION	8	\$1,418,050	\$10,586
Com DEMO	6	\$345,100	\$1,440
Com FOUNDATION	5	\$0	\$135
Com MISC	2	\$1,800	\$50
Com NEW BLDG	6	\$684,500	\$5,092
Com RENOVATION	8	\$547,000	\$4,863
Com ROOF	3	\$213,200	\$2,153
Com TEN FIT-UP	32	\$3,509,700	\$27,292
Mun ADDITION	1	\$2,545,000	\$0
Res CDD-IND/TH	45	\$5689,624	\$45,256
Res ADDITION	175	\$7,741,072	\$61,476
Res CHIM/FP	3	\$9,000	\$200
Res DECK	48	\$299,025	\$4,223
Res DEMO	11	\$251,000	\$1,214
Res FAMILY SUITE	13	\$1,266,500	\$7,460
Res FOUNDATION	37	\$357,000	\$5,022
Res MISC	1	\$1,000	\$50
Res NEW SFD	21	\$4,337,000	\$29,019
Res POOL	51	\$491,650	\$3,867
Res RENOVATION	107	\$1,111,192	\$8,768
Res ROOFING	92	\$603,674	\$5,204
Res SHED	39	\$112,180	\$1,106
Res SIDING	73	\$799,203	\$6,289
Res WOOD STOVE	16	\$20,291	\$800
TEMP TRAILER	3	\$11,500	\$250
TOTALS:	842	\$33,110,716	\$237,945
Com CERT of INSP	65	\$0	\$7,087
Res RECORDING	13	\$0	\$5,844
SIGNS	40	\$71,950	\$10,707
TOTALS:	118	\$71,950	\$23,638
WIRING PERMITS	786		\$35,479
PLUMBING PERMITS	594		\$23,077
GAS PERMITS	474		\$7,300
UNDERGROUNDS/REINSP	46		\$1,076
SEWER ENTRY PERMITS	100		\$3,480
WEIGHTS & MEASURES	NA		\$4,314
TOTALS:	2000		\$71,738
GRAND TOTALS:	2,960	\$ 33,182,666	\$ 333,321

Conservation Commission

The Conservation Commission consists of seven members, all of whom are appointed by the Board of Selectmen. The Conservation Commission Officers for 2003 are: Chairman, Stanley Folta, Jr.; Vice Chairman, Salvatore Torname; Clerk, Michael Kelley; Gregory Peters, Robert Ernest, Andrew Stack and Julie Bezoet DeBie. The Conservation Commission is designated with the responsibility of upholding the Tewksbury Wetland Protection Bylaw and the Massachusetts Wetland Protection Bylaw and the Massachusetts Wetland Protection Act (M.G.L. Chapter 131, Section 40). The Commission's primary goal is to protect wetland areas, adjoining land areas, riverfront areas, related water resources as well as administering permits and managing land for Open Space in the Town of Tewksbury.

During 2003, the Conservation Commission reviewed numerous Notice of Intent and Request for Determination of Applicability applications for work in the 100 foot wetland buffer zone and in some cases within the 200 foot riverfront area.

All applications submitted for action by the Conservation Commission requires a public hearing to be held at which time all abutters are given an opportunity to express their views. When all the information for an application is solicited, the Conservation Commission votes to either approve or deny the requested permit. If approved by the Commission, the Order of Conditions and Determination of Applicability will provide the mitigation required to protect the impact on wetland resource areas. If the permit is denied, the applicant can appeal the decision to the Massachusetts Department of Environmental Protection and to the Massachusetts Superior Court.

In 2003, the Conservation Commission issued permits for various projects. Each of these projects had several hearings with concerns from residents which resulted in the Conservation Commission spending much time in preparing the Order of Conditions permit.

The Conservation Commission has worked diligently in 2003 to protect the natural resources in Tewksbury as many parcels of land are under the management of the Conservation Commission for use as Open Space. All proponents of certain activities within 100 feet of a wetland resource area and within 200 feet of a perennial stream are advised that permits from the Conservation Commission are required to comply with local and state regulations as well as federal regulations. The Tewksbury Wetland Protection Bylaw has been amended to stipulate a 25 foot no disturb zone and a 50 foot no build zone adjacent to a wetland resource area.

The Conservation Commission meets on the first and third Wednesday of each month. All Conservation Commission meetings are open to the public and are held in the Town Hall Auditorium beginning at 7:00 P.M. and are televised on the local cable channel.

The Conservation Office which is part of the Department of Community Development is located in the Sughrue DPW Building located at 999 Whipple Road and is open to the public from 8:00 A.M. to 4:00 P.M. Monday through Friday.

Respectfully submitted
Walter S. Polchlopek
Conservation Administrator

Engineering

The Engineering Department's responsibilities cover a wide range of functions. These tasks are performed both independently and in conjunction with other Town departments, such as the Sewer Committee, the Planning Board, the Conservation Commission, the Board of Health, the Building Commissioner, and the Police Department Safety Officer.

The Engineering Department also supports all resident and contractor requests for information. Flood plain information, Right of Way limits, drainage information and copies of plans are examples of resident requests.

Master Sewer Project

In July, 2003, The Sewer Project began the task of providing municipal sewer to the remaining 60% of the town that does not have it. This Phase 6 (Contract 21) of the sewer project is the smallest of the remaining phases. It covers South Tewksbury from Hill St. to Salem Rd. and the neighborhood from McLaren Rd. to Tenth St. (McLarenville).

As of the end of 2003, this contract is ahead of schedule and under budget (63% of pipe installed, 53% of contract dollars expended, at 25% of schedule elapsed).

Communications and a good working relationship between the Engineering Department and CDM have proven to keep the project moving smoothly. This team has worked with the School Department to minimize busing problems and lessen the impact on the first day of school at the Trahan School.

Sewer Connections and Inspections

The Engineering Department issues permits to construct, repair, extend or connect to the municipal sanitary sewer system per approved plans. The required permit will only be issued to an individual who is officially approved by the Town. The Community Development Permit Technician tracks all permit documentation.

In 2003, 100 sewer connection permits were issued and each connection was inspected by the Engineer.

GIS

The mission of town government is to serve the citizens of the community, plan for and make decisions related to growth, and to maintain, manage, and protect community assets. To assist with meeting this mission, towns need easy and effective access to information. In addition, as the pace of life increases, municipalities simply need to get more done in less time with staff that does not increase proportionally with increased workload. Geographic Information System (GIS) technology is a vital element to address these needs.

Prior to implementation of a municipal GIS, many municipalities complete a GIS Needs Assessment. A GIS Needs Assessment is a report that is completed to identify the GIS-related needs of town departments, data currently maintained and used by each department, and computer systems and databases currently used within the Town. The Engineering Department is compiling this information to develop recommendations for GIS hardware, software, land base development, data development, training, staffing, and management. Based on departmental needs, an implementation plan is being developed. This implementation plan provides the recommended steps for developing the GIS and includes individual tasks, schedule, and cost.

Some of the data required for the GIS has been gathered. CDM, Northern Middlesex Council of Governments (NMCOG), and MassGIS have all provided some very good Tewksbury information.

Stormwater Management Plans and NPDES Permits

Through the Clean Water Act, all municipalities with populations over 10,000 people must create a Stormwater Management Plan. The Engineering Department created this document with the input and cooperation of the Town Manager, DPW, Planning, Board of Health, and Conservation. The Plan plots the actions to be taken over the next 5 years to educate the community about the importance of keeping our stormwater outfalls clean. There are also many action items Town departments must implement to keep Tewksbury in compliance with EPA regulations. The Engineering Department will track Tewksbury's progress against the SWMP and report back to the EPA.

The Engineer also filed a Notice of Intent with the EPA and MADEP to request a National Pollutant Discharge Elimination System (NPDES) General Permit for Stormwater Discharges from Small Municipal Separate Storm Sewer Systems (MS4), the MS4 General Permit. The permit has been granted and Tewksbury has been commended for the application that was filed. The EPA is using the Tewksbury NOI and SWMP as samples for other cities and towns to follow.

Intersection and Traffic Improvements

Several traffic improvement projects moved forward in 2003.

Main St./Shawsheen St.: The 100% design plans for this intersection were submitted to the town. MassHighway has one issue left to resolve before the job can go out to bid in 2004. This project will widen the intersection and provide left turn capabilities in all four directions.

East St./Chandler St.: This project has gone out to bid and a contractor has been selected. Work will begin as soon as the weather will permit. Signalization and crosswalks will be installed.

East St./Livingston St.: A Project Justification form has been filed with the state. This is the first step in acquiring funding for the project.

Engineering Department Web Page

In 2003, The Engineering Department Web page was unveiled. On this page you can find

- Status of the Sewer Project,
- Updates from the Sewer Committee meetings,
- How to connect to Sewer,
- The Town Stormwater Management Plan,
- Information on Street Opening Permits,
- How to get copies of maps and plans and Flood Plain data.
-

The web address is <http://www.tewksbury.info/dcd/engineering/index.html>. The information there is updated frequently.

Street Opening Permits

The following is the number of Street Opening permits filed in 2003.

- 9 General permits
- 63 Utility permits
- 71 Sewer project permits

The Engineering Department is looking forward to another busy year in 2004. The Sewer Project will kick into high gear, and GIS implementation as well as several traffic improvement projects should keep me busy.

Respectfully submitted,
Lisa E. DeMeo
Town Engineer

Planning Board

The Tewksbury Planning Board consists of five-elected town residents. The Planning Board Officers are Vincent Spada, Chairman, Robert Fowler, Vice Chairman, and Nancy Reed, Clerk. Other members of the Board include David Plunkett and Frank Sweet.

The Planning Board reviews all new commercial projects and residential subdivisions proposed for construction in Town. The Planning Board, working with the Building Commissioner and the Community Development Director, is responsible that new developments comply with land use regulations. The Planning Board strives to strike a balance between landowners right to develop and the interests of neighbors and the Town as a whole.

The Planning Board issued fourteen special permits for ten various commercial projects. There was one special permit extension, two site plan reviews for exempt uses, and two withdrawn applications. At the end 2003, there were two special permit applications that were in the middle of the hearing process.

Three approved residential subdivisions will add approximately 16 new lots.

In addition to fulfilling statutory duties as a special permit grant authority and subdivision control authority, the Planning Board continued to support three significant initiatives on behalf of the Town. The first initiative was the Master Plan Project. The Planning Board fully supported the 2 ½ year effort with two members, Frank Sweet and Nancy Reed serving on the Master Plan Committee. The Planning Board also remained committed to the Local Housing Partnership with Vincent Spada serving as the Board's representative. Finally, the Board's Zoning Bylaw Subcommittee continued to propose, review, and draft amendments to the Zoning Bylaw.

The Planning Board looks forward to implementing the Master Plan, which the Board adopted on September 15, 2003. There are numerous opportunities in the Master Plan to improve future land use decisions as well as initiatives to improve the quality of life for Tewksbury residents.

Respectfully submitted,
Vincent Spada, Chairman
Planning Board

FINANCE DEPARTMENT

Auditor's Report
Tax Collector

Board of Assessors
Computer Services

Treasurer's Cash
Webmaster Report

Auditor's Report

The Auditor's Office is responsible for review of all vendor payments and payroll, accounting for all revenues and expenditures, and maintaining the official financial records of the Town.

The Auditor's Office also coordinates the annual independent audit of the Town's financial statements which was last completed by Powers and Sullivan, Certified Public Accountants, on September 12, 2003 for the year ended June 30, 2003. The FY03 audit was the first done under the new reporting requirements of the Governmental Accounting Standards Board Statement #34 – Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments.

The financial results for fiscal year 2003 were not as favorable as in prior years due to significant cuts in state aid. Prior to FY03, state aid comprised approximately 23% of the total budget. In FY04, the Town's state aid was cut by \$965,000 thereby comprising only 21% of the total budget. In addition as a result of the poor economy and low interest rates, the Town had to use reserves for the second year in a row to continue to provide the same level of service as in prior year. The Town continued conservative spending of appropriations.

Effective July 1, 2003, a sewer enterprise fund was established pursuant to a vote taken at the October, 2002 Special Town Meeting. This special fund will be used to account for all of the activity of the Town's Master Sewer Project. Prior to its inception, all sewer activity was accounted for in the general fund.

Donna M. Walsh
Town Auditor/Finance Director

REVENUE

Taxes/Interest/Penalties:

Personal Property	2,202,999.71	
Real Estate	37,431,703.41	
Tax Liens Redeemed	526,845.78	
Foreclosure Vacated	0.00	
Tax Possession Sold	0.00	
Gain on Sale of Town Land	0.00	
Motor Vehicle Excise	3,736,710.03	
Penalties/Interest/Legal:		
Tax Titles	71,313.96	
Real/Pers/MVX/H20	90,952.45	
Payments in lieu of Taxes	33,687.53	
Proforma Taxes	0.00	44,094,212.87

Charges/Fees:

Sewer Connections	47,848.53	
Misc. Water/Sewer Service	2,254.05	
Water Rates	3,008,088.70	
Sewer Rates	1,305,872.58	
Water/Sewer Liens Interest	259,130.78	
Ambulance Charges	406,221.83	
Municipal Lien Certificates	115,295.00	
Collector Demands	49,412.78	
RMV Releases	14,320.00	
Sundry Rentals	240.00	
Tower Rentals	363,196.15	
Miscellaneous	57,992.50	5,629,872.90

From the Commonwealth:

Abatements:		
Surviving Spouses/Veterans/Blind	30,438.00	
Elderly	45,590.00	
Schools:		
Chap. 70 Aid	11,476,069.00	
Transportation	287,909.00	
Charter Schools	0.00	
Building Assistance	911,261.00	
Police Incentive	213,883.00	
Veterans Benefits	47,336.27	
Lottery	2,709,583.00	
Additional Lottery Aid	0.00	
State-Owned Land	90,971.00	
Medicaid Reimbursement	281,079.00	16,094,119.27

Other Revenue Sources:

Hotel Tax	346,128.00	
Investment Earnings	300,270.94	
NESWC Refunds	0.00	
Bond Premiums	159,567.37	
Sale of Fixed Assets	0.00	
Transfers from Special Funds	69,712.64	875,678.95

Departmental Fees:

Manager/Selectmen	3,948.61	
Cable Franchise	4,655.50	
Assessors	6,798.25	
Treasurer/Collector	4,901.92	
Clerk	36,390.47	

Planning	32,486.90	
Appeals	7,650.00	
Police	9,672.37	
Special Detail Adm. - Police	33,944.72	
" " " - Fire	2,233.67	
Fire Inspections	2,171.00	
Building	7,854.20	
Wiring	28,170.00	
Plumbing	32,983.00	
Weights/Measures	4,868.00	
Dog Officer	775.00	
Schools	0.00	
Public Works	10,686.05	
Water Connections	40,200.00	
Sewer Connections	161,750.00	
Sewer Applications	14,300.00	
Water Applications	825.00	
CRT Collections	1,460.00	
Title V	15.00	
Health Miscellaneous	2,642.70	
Recreation	14,730.00	466,112.36
Licenses/Permits:		
Alcoholic Beverages	64,350.00	
Selectmen	7,060.00	
Police	5,262.50	
Fire	6,830.60	
Building	207,234.40	
Public Works	2,400.00	
Health	33,525.00	326,662.50
Fines:		
State/Local Courts	78,497.50	
Library	9,956.58	
Parking	26,891.40	
Weights & Measures	0.00	
Zoning	0.00	115,345.48
Total General Fund Revenue		67,602,004.33

GENERAL FUND BALANCE SHEET
June 30, 2003

ASSETS

General Cash		6,538,654.54
Collector	300.00	
Appeals	200.00	
Schools	50.00	
Recreation	300.00	850.00
Uncollected Taxes:		
Personal Property:		
FY98	716.33	
FY99	962.45	
FY00	21,960.05	
FY01	21,442.32	
FY02	24,140.79	
FY03	(7,020.61)	62,201.33
Real Estate:		
FY99	(8,106.52)	
FY00	(21,554.51)	
FY01	(69,373.41)	
FY02	(157,498.86)	
FY03	477,575.56	221,042.26
Motor Vehicle Excise:		
Prior FY	0.00	
FY98	0.00	
FY99	26.25	
FY00	(134.91)	
FY01	24,922.65	
FY02	45,374.83	
FY03	215,877.75	286,066.57
Allowance for Abatements:		
FY98	(2,919.90)	
FY99	10,102.80	
FY00	(74,446.24)	
FY01	(209,624.75)	
FY02	(66,990.61)	
FY03	(162,286.68)	(506,165.38)
Other Receivables:		
Tax Liens/Titles/Possessions	1,474,116.99	
Taxes in Litigation	0.00	
Sewer Connections	37,992.76	
Water/Sewer Rates/Liens	574,772.41	
Misc. Water Services	6,388.20	
Water Application	225.00	
Ambulance Services	157,386.92	
Veterans Services	80,811.97	
Due From State	318,347.00	
Due From Employees	15,680.00	2,665,721.25
TOTAL ASSETS		9,268,370.57

LIABILITIES/RESERVES

Warrants Payable		1,408,050.27
Accrued Payrolls		343,983.67
Payroll Withholdings Payable:		0.00
Unclaimed Property:		
Abandoned	26,171.68	
Tax Refunds	26,211.87	52,383.55
Taxes Paid in Advance		124,918.19
Deferred Revenue:		
Taxes in Litigation	0.00	
Real/Personal Taxes	(222,921.79)	
Tax Titles/Possessions	1,474,116.99	
Motor Vehicle Excise	286,066.57	
Sewer Connections	37,992.76	
Water/Sewer Rates/Liens	574,772.41	
Misc Water Service	6,388.20	
Water Connection	225.00	
Ambulance Service	157,386.92	
Veterans Benefits	80,811.97	
TOTAL LIABILITIES		2,394,839.03
Fund Balances:		
Encumbrance Reserve	1,304,711.90	
Reserved for Expenditures	1,616,574.00	
Teachers Pay Deferral	(266,669.00)	
Petty Cash Reserve	850.00	
Unreserved Surplus	2,160,076.32	
Reserved for Future Year Debt	17,868.77	
Overlay surplus	600,000.00	
Overlay Deficit	(10,102.80)	
Snow/Ice Deficit	(479,113.33)	
TOTAL FUND BALANCES		4,944,195.86
Total Liabilities/Fund Balances		9,268,370.57

SPECIAL FUNDS

Town Revolving/Grant Accounts

Arts Lottery	11,827
Planning Sidewalks	41,099
Recreation Programs	172,103
Planning Consult-Existing	5,181
Planning Consult-New Projects	9,285
State Election/Primary	7,464
Community Policing	3,290
Drug Control	(1,609)
DARE Grant	45
Walmart Economic Development	5,000
Municipal Recycling Incentive	6,870
MHOA Grt	1,770
Road Improvement/Neswc	304,051
Bulletproof Vests	686
Gates Foundation	1,222
Police Safety Equip	17,049
Rte 133 Improvements	27,367
Cable TV Gift	45,699
DARE Gift	6,288
Fire Gifts	2,203
Thermal Camera Gift	351
Dog Pound Gift	500
Vicor Sewer	5,319
Sidewalk Gift	200
Patriotic Activities Gift	6,603
Homecoming Gifts	2,060
Library Gifts	77,865
Jones Library Gift	453
CPR Program Gift	562
Hydrant Gift	45
Recreation Gift	811
Recycling Committee	106
PAL School Custodians	866
Shawsheen & East St Improvements	20,000
Police Gifts	460
DPW Gift	250
Tax Assistance	4,807
COA Gift	6,480
Foster School Sale	25,083
Drug Forfeitures	7,896
COA Stipends	946
Conservation Engineering	2,540
Wetlands Protection Fund	45,116
Police Special Detail	34,343
Fire Special Detail	613
Water Connection Materials	10,906
Sewer Engineering Review	2,083
School Gas Reimbursement	9,580
St. Claire Sewer Escrow	225,000
Recreation School Custodians	224
Youth Football Phone	105
Dog Fund	3,923
Fire Hazmat	1,566
Recycling/Composting Bins	859
Woburn Street Improvements	25,000
Bond Revocation	10,000
Disaster Relief	1,433

Compensation Funds	580
Web Master	2,190
Oakdale Plaza	48,000
Revaluation	25,000
Master Plan	<u>28,275</u>
Total Town Revolving/Grant Accounts	<u>1,305,889</u>

School Revolving/Grant Accounts

School Lunch	467,894
Athletics	40,882
Textbooks	3,658
Adult Education	102,554
School Bldg. Rental	9,891
School Facilities Rental	1,861
Extended Day	94,651
High School Insurance	2,672
Heathbrook Rental	3,000
Team Chair	84,939
Met Grant	650
Literacy Project	8,361
Academic Support	3,392
Project Charlie	312
Remedial Reading	5,335
Early Childhood	6,074
FY2000 Class Size	922
Bell Atlantic Grant	2,041
Troops to Teachers	6,804
Enhanced Health	1,371
Enhanced Education	2,532
Improve Education Quality	9,650
UST Cleanup Grt	5,830
Education for Homless Children	3,311
Summer Academic Grt	32,612
State Assessment	137
Mental Health Support	(2,644)
Early childhood Training	3,500
Digital Gift	2,287
Wendy's Gift	60
School Technology Gift	4,598
Garelick Farms Gift	86
Walmart Gift	120
DARE	442
Trees	327
School Gifts	800
Ryan School Furnishings Gift	5,114
Space Day	3,196
Pelletier Scholarship	4
Middle School Gifts	551
Lan Gift	250
E-Rate	25,147
Center School Rental	6
Fleming School Rental	28
Total School Revolving/Grant Accounts	<u>945,208</u>

Capital Projects

Financial Software Purchase	3,319
Police Station	490
Track	6,960
Water Plant Expansion	15,028
Water Contract #20	12,819

South Fire Station	5,700
School Improvements	1,376
Wynn Middle School Study	7,387
Merrimac River Trail	(10,000)
South Street Water	3,103
Wynn School Construction	453,534
Town Hall Remodeling	6,422
Astle Street Water Tank	65,765
Center/Dewing School Improvements	3,103
DPW Building Improvements	1,396
Sidewalks	24,179
Senior Center	13,495
Rogers St Water	13,187
Anthony Rd Water	(290,191)
WTP Residuals	(260,563)
Water Phase 6	<u>100,000</u>
Total Capital Projects	<u>176,509</u>
Sewers	
Sewer Rate Relief	296,960
Phase IV	33,874
Fire Station/Trahan	1,473
Master Sewer	<u>(501,143)</u>
Total Sewers	<u>(168,836)</u>
Mass Highway Grants	
Sidewalk Grant	111
Chapter 90 (MA38193)	(100)
Chapter 90 (MA235293)	(5,746)
Chapter 90 (MA9420)	<u>(1,357)</u>
Total Mass Highway Grants	<u>(7,092)</u>
Trusts	
Conservation	111,700
Foster	20,418
Pierce	1,348
Cemetery	18,992
Stabilization	185,481
Fairgrieve	313,508
Mahoney	<u>1,548</u>
Total Trusts	<u>652,995</u>
Bank Books/Bonds in Treasurer's Custody	
Planning Projects	571,250
Sewer Installers Bonds	62,000
Conservation Commission	<u>228,000</u>
Total Bank Books in Treasurer's Custody	<u>861,250</u>
Agency Funds	
Criminal History Board	972
Parks Security Deposit	4,491
Teen Center Snack Bar Deposit	288
Real Estate Deposits	1,000
Student Activities	<u>24,486</u>
Total Agency Funds	<u>31,237</u>
Debt Outstanding	
Library	2,216,000
Police Station	2,740,000
Fire Station	1,163,400

Roof Repairs	197,450
School Roof Repairs	1,747,490
Ryan School	12,316,300
High School Track	42,500
School Tank/Asbestos	125,419
DPW Tank Removal	130,240
Town Hall Annex	238,000
Sewer Andover St	50,000
Sewer Phase II	300,000
Sewer Phase III	510,000
Sewer Main St	46,759
Sewer Phase 4 Town	2,379,890
Sewer Phase 5 Town	361,850
Sewer Phase 4 Trust	996,694
Sewer Phase 5 Trust	2,434,150
Town Offices	122,880
Water Tower Repairs	285,625
Sewer Trahan/Fire Station	257,625
Center/Dewing Schools Improvements	210,000
South Street Water	199,000
Fire Station	128,000
Livingston Park	80,000
Town Hall Remodeling	79,750
Water Treatment Plant	1,050,000
Water Mains 5/91	1,295,751
WTP Sludge	244,060
Water Mains 5/96	466,000
WTP Expansion	2,520,011
Water Mains 10/98	208,000
Water Andover/North St	75,000
Middle School	4,958,000
Senior Center	120,000
Greenmeadow Sewer	341,000
Rogers Street Water	<u>284,000</u>
Total Maturing Debt	<u>40,920,843</u>

Loans Authorized/Unissued

Master Sewer	246,000
Master Sewer	80,600,000
WTP Expansion I	2,924,000
Bike Path	30,000
WTP Expansion II	925
Middle School I	10,280,000
Middle School II	1,900,000
WTP Expansion III	3,000,000
Water Anthony Road	300,000
Sewer Seneca Road	<u>256,000</u>
Total Loans Unissued	<u>99,536,925</u>

DEBT ACTIVITY

Payments

Water Mains	268,220
Treatment Plant	618,145
Water Tower Repairs	36,500
School: Construction	1,031,125
Roofs	365,000
Asbestos	8,400
Track	8,500
Center/Dewing Improvements	30,000
Town Offices	33,180
Tank Removal	8,690
Sewers	907,371
Library	156,800
Police Station	250,000
Fire Station	84,750
Livingston St Park	10,000
Building Roofs	11,650
Senior Center	<u>30,000</u>
Total Principal Paid	<u>3,858,331</u>
Total Interest Paid	<u>2,051,802</u>

FY'2003 Appropriation Recap

	APPROPRIATED	EXPENDED	BALANCE
MODERATOR			
Salary	500.00	500.00	0.00
Operating	100.00	20.00	80.00
SELECTMEN			
Salaries	23,588.69	23,587.84	0.85
Operating	116,851.31	109,535.12	7,316.19
MANAGER			
Salaries	310,555.00	310,005.41	549.59
Operating	6,874.72	6,549.41	325.31
FINANCE COMMITTEE			
Salaries	2,500.00	2,232.65	267.35
Operating	1,560.00	888.89	671.11
Reserve Fund	100,000.00	49,481.60	50,518.40
ACCOUNTING			
Salaries	165,134.00	162,889.18	2,244.82
Operating	9,912.00	9,291.06	620.94
COMPUTER SERVICES			
Salaries	126,199.03	126,199.03	0.00
Operating	117,123.53	116,475.29	648.24
Outlay	65,026.44	65,023.09	3.35
ASSESSORS			
Salaries	213,000.00	208,995.69	4,004.31
Operating	26,800.00	26,436.74	363.26
TREASURER/COLLECTOR			
Salaries	323,088.00	320,762.38	2,325.62
Operating	191,078.55	162,777.32	28,301.23
TOWN COUNSEL	102,000.00	101,234.99	765.01
PERSONNEL REVIEW BOARD	200.00	0.00	200.00
ADMIN. SERVICES			
Salaries	96,458.00	95,005.15	1,452.85
Operating	23,450.00	20,738.35	2,711.65
Outlay	0.00	0.00	0.00
CLERK			
Salaries	198,037.00	191,361.44	6,675.56
Operating	12,395.00	11,218.27	1,176.73
Outlay	0.00	0.00	0.00

	APPROPRIATED	EXPENDED	BALANCE
ELECTIONS			
Salaries	41,421.00	30,990.48	10,430.52
Operating	5,943.00	5,793.41	149.59
REGISTRARS			
Salaries	2,850.00	2,850.00	0.00
Operating	1,440.00	1,425.79	14.21
PLANNING			
Salaries	263,769.00	241,525.05	22,243.95
Operating	19,100.00	16,363.30	2,736.70
Outlay	0.00	0.00	0.00
CABLE TV			
Salaries	2,500.00	2,271.90	228.10
Operating	2,606.00	873.40	1,732.60
TOWN HALL			
Salaries	16,507.00	13,406.62	3,100.38
Operating	60,171.81	52,987.71	7,184.10
AUXILIARY BLDG. UTILITIES	37,426.00	30,436.55	6,989.45
POLICE			
Salaries	4,730,065.03	4,699,281.83	30,783.20
Operating	323,470.43	322,861.39	609.04
Outlay	183,693.91	177,917.70	5,776.21
AUXILIARY POLICE	2,210.00	2,192.50	17.50
FIRE			
Salaries	3,830,303.36	3,806,435.27	23,868.09
Operating	215,270.00	195,886.01	19,383.99
Outlay	241,902.00	236,915.33	4,986.67
BUILDING			
Salaries	260,794.00	256,699.91	4,094.09
Operating	9,070.00	7,450.61	1,619.39
Outlay	24,255.00	24,172.48	82.52
EMERGENCY MANAGEMENT			
Salaries	4,464.00	4,382.89	81.11
Operating	12,525.00	12,190.92	334.08
Outlay			
DOG OFFICER			
Salaries	53,141.71	53,141.43	0.28
Operating	4,658.29	4,518.83	139.46
Outlay	0.00	0.00	0.00
PARKING CLERK			
Salaries	2,000.00	2,000.00	0.00
Operating	2,700.00	1,705.07	994.93

APPROPRIATED	EXPENDED	BALANCE
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SCHOOLS

Salaries	20,802,402.00	20,801,280.59	1,121.41
Operating	7,844,430.18	7,836,016.42	8,413.76
Outlay	66,012.72	65,939.67	73.05

REGIONAL VOCATIONAL SCH.

3,342,083.00	3,342,083.00	0.00
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SCHOOL BUILDING CMTE.

Salaries	4,000.00	623.32	3,376.68
Operating	200.00	0.00	200.00

DPW

Salaries	2,142,214.50	2,126,421.21	15,793.29
Operating	1,685,676.26	1,585,917.84	99,758.42
Outlay	182,922.59	181,722.59	1,200.00

SNOW / ICE

Salaries	76,007.00	211,480.88	(135,473.88)
Operating	124,000.00	467,639.45	(343,639.45)

Street Lighting	138,529.00	126,375.09	12,153.91
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Rubbish Collection	940,355.00	940,354.48	0.52
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Rubbish Disposal	1,511,685.00	1,507,171.92	4,513.08
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Legal Services	45,788.49	45,788.47	0.02
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Rubbish Stabilization	557,678.21	557,678.21	0.00
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Recycling Programs	1,376.17	1,297.05	79.12
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Cemeteries	3,000.00	3,000.00	0.00
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HEALTH

Salaries	194,868.00	191,806.57	3,061.43
Operating	46,337.00	39,931.94	6,405.06

ELDERLY

Salaries	145,703.00	144,284.54	1,418.46
Operating	61,564.00	61,493.00	71.00
Outlay	0.00	0.00	0.00

VETERANS SERVICES

Salaries	62,025.00	62,024.02	0.98
Aid	106,000.00	98,339.45	7,660.55

EXCEPTIONAL CHILDREN

Salaries	23,184.68	23,176.38	8.30
Operating	15,376.50	14,469.50	907.00

PATRIOTIC ACTIVITIES

37,500.00	37,389.68	110.32
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HOMECOMING

Salaries	500.00	495.00	5.00
Operating	15,461.82	15,169.82	292.00

	APPROPRIATED	EXPENDED	BALANCE
LIBRARY			
Salaries	691,975.00	680,422.34	11,552.66
Operating	318,875.00	313,806.75	5,068.25
RECREATION			
Salaries	188,241.00	187,786.68	454.32
Operating	61,424.00	60,992.50	431.50
Outlay	0.00	0.00	0.00
DEBT/INTEREST			
Principal	3,962,831.00	3,858,330.66	104,500.34
Interest/Debt	2,051,803.00	2,051,802.18	0.82
Interest/Temp. Loans	396,524.88	267,661.31	128,863.57
EMPLOYEE BENEFITS			
Retirement	1,970,496.00	1,970,496.00	0.00
Teachers E.R.I.	0.00	0.00	0.00
Occup.Injury Reserve	67,927.39	67,927.39	0.00
Unemployment Comp.	16,130.00	14,971.05	1,158.95
Group Insurance	6,196,552.00	6,196,552.00	0.00
Medicare	320,673.12	320,673.12	0.00
FIRE /LIABILITY INSURANCE	489,030.00	489,030.00	0.00

Board of Assessors

John J Kelley, Jr, MAA, Chairman
Barbara A Flanagan
Susan Moore, MAA

Phone: (978) 640-4330
Fax: (978) 851-4849
email: assessor@town.tewksbury.ma.us
WEB SITE: <http://www.tewksbury.info.assessor>

		FY2003	FY2004
Total Taxable Value of Real Property		\$2,491,171,700	\$3,389,034,100
Total Taxable Value of Personal Property		\$97,098,230	\$106,443,240
Total Taxable Value of Real + Personal Property		\$2,588,269,930	\$3,495,477,340
Total Value of Exempt Property		\$179,653,300	\$187,194,800
Tax Rate, /\$1000	Residential/Open Space	\$13.60	\$10.39
	Commercial/Industrial/Personal	\$22.47	\$18.87
	Combined	\$15.69	\$12.09
	Motor Vehicle Excise	\$25.00	\$25.00
Appropriations	Town Meeting(incl. enterprise fund)	\$73,204,649	\$71,560,192
	State & County	\$272,730	\$398,598
	Overlay of Current Year	\$684,229	\$1,090,811
	Other Amounts To Be raised	\$559,227	\$811,157
	Gross Amount To Be Raised	\$74,720,835	\$73,860,758
	Other Receipts(incl. enterprise receipts)	\$34,100,915	\$31,586,498
	Net Amount To Be Raised By Taxation	\$40,619,921	\$42,274,260

The Assessors' Office is open daily from 8:30am to 4:30pm with extended hours to 7:00pm on Tuesday.

Treasurer's Cash

CASH ON HAND JUNE 30, 2002	\$24,444,552.07
RECEIPTS TO JUNE 30, 2003	\$101,823,666.92
	\$126,268,218.99

PAID ON WARRANTS TO JUNE 30, 2003	(\$108,233,229.60)
BALANCE JUNE 30, 2003	\$18,034,989.39

DETAIL OF DEBT OUTSIDE OF THE DEBT LIMIT

SCHOOL PROJECT-CHAPTER 645, ACTS OF 1948	\$5,964,800.00
WATER PROJECT-GENERAL LAWS, CHAPTER 44	\$6,627,447.00
SEWER PROJECT-GENERAL LAWS, CHAPTER 44	0.00
	\$12,592,247.00

STATEMENT OF TOWN DEBT FISCAL YEAR BASIS

2004	\$3,643,820.27
2005	\$3,621,038.44
2006	\$3,513,784.36
2007	\$2,852,552.60
2008	\$2,741,454.02
2009	\$2,569,826.56
2010	\$2,463,130.82
2011	\$2,451,526.91
2012	\$2,225,337.68
2013	\$2,154,237.11
2014	\$2,158,154.89
2015	\$1,917,480.20
2016	\$1,916,857.63
2017	\$1,896,428.77
2018	\$1,445,000.00
2019	\$1,080,000.00
2020	\$780,000.00
2021	\$295,000.00
2022	\$295,000.00
	\$40,020,630.26

STATEMENT OF INTEREST FISCAL YEAR BASIS

2004	\$1,854,431.86
2005	\$1,681,746.67
2006	\$1,510,355.36
2007	\$1,344,355.90
2008	\$1,224,526.94
2009	\$1,108,458.14
2010	\$997,602.93
2011	\$888,541.73
2012	\$779,933.48
2013	\$679,016.08
2014	\$578,211.54
2015	\$481,765.91
2016	\$388,764.60
2017	\$295,256.25
2018	\$206,564.99
2019	\$130,379.99
2020	\$72,380.01
2021	\$29,500.00
2022	\$14,750.00
	\$14,266,542.38

CASH AND SECURITIES IN CUSTODY OF TOWN TREASURER AS OF JUNE 2002

CONSERVATION	\$111,699.69
FOSTER SCHOOL FUND	\$20418.13
PIERCE ESSAY FUND	\$1,348.09
CEMETERY PERPETUAL CARE FUND	\$18992.86
STABILIZATION FUND	\$185,480.80
FAIRGRIEVE MEMORIAL FUND	\$317,627.25
MAHONEY FAMILY REWARD FUND	\$1,548.55
	\$657,115.37

Tax Collector

<u>REAL ESTATE</u>	<u>F/Y 2003</u>	<u>F/Y 2002</u>	<u>F/Y 2001</u>	<u>F/Y 2000</u>	<u>F/Y 1999</u>	<u>Prior Years</u>
COMMITMENTS	38,438,178.19	421.20	-	-	-	-
O/S 7/1/02	-	326,669.02	(21,277.07)	(1,203.05)	(8,106.52)	-
COLLECTIONS	37,525,966.50	267,282.66	-	2,409.11	-	-
ABATEMENTS	482,101.13	196,087.91	60,590.53	21,270.26	829.11	-
REFUNDS	179,223.61	163,199.83	12,084.33	483.80	-	-
ADDED TO TAX TITLE	138,947.75	185,650.29	(409.86)	(2,844.11)	(829.11)	-
ADDED TO TAX POSSESSIONS	-	-	-	-	-	-
TAXES IN LITIGATION	-	-	-	-	-	-
MISC ADJ	\$7,189.14	\$1,231.95	-	-	-	-
BALANCE 6/30/03	\$477,575.56	-\$157,498.86	-\$69,373.41	-\$21,554.51	-\$8,106.52	\$0.00

WATER/SEWER/SEWER CONN LIENS

COMMITMENTS	\$301,135.56	-	-	-	-	-
O/S 7/1/02	-	\$30,629.00	-	-	-	-
COLLECTIONS	\$230,357.09	\$13,530.26	-	\$117.02	-	-
ABATEMENTS	-	\$0.00	-	-	-	-
REFUNDS	-	\$0.00	-	-	-	-
ADDED TO TT	-	\$16,408.91	-	(\$117.02)	-	-
ADDED TO T P	-	-	-	-	-	-
MISC ADJ	(\$8,024.08)	\$183.66	-	-	-	-
BALANCE 6/30/03	\$62,754.39	\$873.49	\$0.00	\$0.00	\$0.00	\$0.00

PERSONAL PROPERTY

COMMITMENTS	\$2,181,797.40	-	-	-	-	-
O/S 7/1/02	-	\$83,788.72	\$26,084.80	\$22,741.47	\$12,520.81	\$11,645.13
COLLECTIONS	\$2,163,649.05	\$47,641.04	\$5,378.49	\$781.42	\$2,485.98	\$191.36
ABATEMENTS	\$39,841.23	\$13,514.15	-	-	\$9,273.69	\$10,737.44
REFUNDS	\$14,678.37	\$1,503.99	\$743.96	-	\$201.31	-
MISC ADJ	(\$6.10)	\$3.27	(\$7.95)	-	-	-
BALANCE 6/30/03	-\$7,020.61	\$24,140.79	\$21,442.32	\$21,960.05	\$962.45	\$716.33

MOTOR VEHICLE EXCISE

COMMITMENTS	\$3,235,221.55	-	-	-	-	-
ADD'L COMMITMENTS	-	\$599,473.19	\$67,249.26	\$1,083.64	\$86.25	-
O/S 7/1/02	-	\$202,815.30	\$43,627.92	\$28,818.23	\$30.00	\$0.00
COLLECTIONS	\$2,976,030.13	\$744,323.88	\$83,519.54	\$6,813.54	\$2,615.82	\$2,272.40
ABATEMENTS	\$61,743.84	\$67,404.76	\$8,175.90	\$23,279.52	-	-
REFUNDS	\$17,224.93	\$54,569.61	\$5,759.03	\$55.00	\$149.66	-
RESCINDED ABATEMENTS	-	-	-	-	\$2,376.16	\$2,272.40
MISC ADJ	\$1,205.24	\$245.37	-\$18.12	\$1.28	-	-
BALANCE 6/30/03	\$215,877.75	\$45,374.83	\$24,922.65	-\$134.91	\$26.25	\$0.00

Computer Services

2003 has been a very challenging year for the Computer Services Department. Beside the normal support issues and activities, more new application and technical research projects were started and completed. In addition, the fiscal nature of the State has had a major impact on the department; staff retirements, new hires, training, new requests, and department reorganizations. The demand to computerize Town functions has increased and stretched the CS staff capabilities. A key example is the increased requests and comments concerning the Town Web site and the demand on the new part-time Webmaster. At this time, I want to thank my staff for their dedication and professionalism in these trying times: Lisa Hanson, Systems Administrator and Peter Orio, Webmaster.

NEW PROJECTS:

MUNIS (Town Financial Application) activities are the still the major focus of the Department:

- The new Permit & Code Enforcement module installation project was started and a January 2004 target date for "live" use was set. The initial user is the Building Department with others to be added at a later date. There is a large amount of work to research, setup, and train the user but the expectations are very high that the finished process will justify the work.
- With the transition to Crystal Report, the number of enclosed reports from MUNIS has increased but the need for special reports has also increased because of the nature of Town processes. Staff has become adept at creating most reports and fulfilling requests.
- Staff continue to attend certain MUNIS classes (hosted at the Town Library), state User Group meetings and the Annual User Conference (in New Orleans, LA).
- Because of the manner in which Releases, Upgrades and Fixes have been installed and issues communicated by Town staffs, MUNIS requested that the Town become a Beta test site for these software changes. This is a credit to all major users of the application and indicative in the comprehensive manner in which the application is used and continues to evolve in use. This was the long-range plan when MUNIS was originally procured.
- Many municipalities have directly contacted the Town staff inquiring about our MUNIS installation. In addition at the request of MUNIS and in cooperation with them, several formal demos were offered by Town staff to new and old customers about our use and applications in place.

The project to upgrade PAMET (Dispatch application) was completed with all new hardware and software in place and users trained. With the new changes in the Police Department, PAMET support has changed. CS staff provides consulting support for the Police Server portion but primary support for the Fire Server portion.

Per request of the Auditor's Office and as a project team, a Document Imaging system was researched and procured. The LaserFiche application was chosen and installed by a local vendor, Duplitrone. Currently invoices and warrants are scanned and indexed for access at a later date.

HARDWARE & SOFTWARE:

The Department continues to provide primary support to the Town User community:

- The project to replace Pentium I class machines continues and 90% of client PC's were upgraded.
- The project to upgrade user PC's to Windows 2000 and Office XP also continues.
- Three (3) additional PC's were installed at the Senior Center to support Outreach Program workers that we hired to support the Senior Center activities.
- Per request, Internet access was provided to the Community Pantry as it evolves.

PUBLICATIONS:

The Department continues to be the publication group for the Town.

- Major projects include: Annual Town Report, Town Meeting Warrant, all Special Town Warrants, and Town Newsletters.
- In addition, the department continues:
 - to produce departmental business cards on request,
 - to scan forms and produce Word templates or documents,
 - to provide calendars for the Town Manager Warrant planning and the Recycle Committee, and
 - to provide service to transpose paper documents to Word or Excel format.
- Selected department organizational charts are maintained using Becker Chart software.

OTHER:

There has been an increase in the number of media reported Virus attacks. In an effort to proactively address this issue, the Department has placed more emphasis on performing the Microsoft Windows and Office Updates and monitoring that the McAfee Automatic updates are occurring on a regular basis.

The Department is a formal member of the GIS Project team. Staff has attended several GIS seminars and project meetings. The project is still in the early stages and participation will increase as the Project goes forward.

With the early retirement of many employees, the Department has received and responded to many requests to move data from PC to PC.

The Department also assisted in the procurement of a Building Maintenance contract for the Town Hall Annex. Building maintenance is critical since the key Financial servers are resident here.

Computer Services continues; to directly or indirectly provide support other town application systems; to provide additional individual user training on PC application use; to maintain and procure additional computer equipment; to provide Help Desk support; to provide consulting support on a variety of computer related issues and projects; to attend seminars and training classes to maintain and increase our knowledge level; to evaluate new hardware and software; and to attend User Group and professional meetings.

Respectively submitted,
Stephen M. Hattori
MIS Director

Webmaster Report

A special thank you to Michael Kelley for the implementation of the Tewksbury Web Site and the continued hosting of the site; we appreciate your fine work. Also, for the willingness to help and offer support.

New Additions

Enhancements to Existing Web Structure

I developed a Web Placement Request Form for present and future users of the Town of Tewksbury Web Site. We have had some success with this form and I plan to visit each department in the near future to update this form in person.

Honor Our Military

http://www.tewksbury.net/armed%20Forces/index_to_honor_our_military.htm

Office of the Town Clerk: Office: Major revamp for inclusion of anchors and hyperlinks.

http://www.tewksbury.info/townclerk/index_town_clerk_tewksbury.htm

Office of the Parking Clerk: New site for easier dissemination of Town by-laws concerning parking and fines.

http://www.tewksbury.info/townclerk/Parking_by_laws/office_of_the_parking_clerk.htm

Office of Voter Registration: New site for easier dissemination of voter information.

http://www.tewksbury.info/townclerk/Voter_registration/voter_registration.htm

Tewksbury Community Pantry: New site to promote the benefits of helping the less fortunate.

http://www.tewksbury.info/dcd/Community%20Pantry/Pantry/pantry_homepage.htm

Patricia Carter stated, "By the way, that was a huge success; it was amazing how much food we collected. We have been doing the tree for several years but never received as much food donations. I am sure it was because you put the notice on the town home page. I also believe the pantry website has generated a lot more interest in the pantry for donations. Thank you again for helping us with all of this. If you are ever looking to volunteer for anything, please don't hesitate to consider the pantry."

Tewksbury Senior Center: Major revamp of site to include a separate council on Aging. Easier to navigate site to find activities and start dates. The events also appear on What is New of the Home Page of The Town of Tewksbury
<http://www.tewksbury.info/seniorcenter/index.html>

Council on Aging: Separated from Senior Center for easier navigation.
http://www.tewksbury.info/seniorcenter/council_on-aging.html

Election Information: New site for the easier dissemination of information concerning candidate preparation and voter locations.

[http://www.tewksbury.info/townclerk/Election_info/Election%20Information%20 %20Town%20clerk's%20office.htm](http://www.tewksbury.info/townclerk/Election_info/Election%20Information%20%20Town%20clerk's%20office.htm)

Land Use Study Committee: New site for specific information and dates about meetings.
http://www.tewksbury.info/dcd/Land%20Use%20Study/index_land_use.html

Perkin's Study committee: New site for the study of the Mill's Project.
http://www.tewksbury.info/dcd/Perkin's%20Study%20Comm/index_perkin.html

A new addition to every site is the incorporation of an Agenda Folder and Minutes Folder. Upon visiting each Board or Department Page, the viewer has the ability to peruse current and past agendas and minutes. The exception to this is the particular Board or Department having a maximum time limit on viewing.

New Projects

Enhancements to Existing Town Departments and Web structure

Development of a robust search engine. This requires the ability to search sub webs as well as primary web. There are a number of programs available and I hope to do trials before deciding on a particular program.

GIS. As a member of the GIS Committee, I fully support the implementation of GIS on the Town of Tewksbury Web Site. I believe this will benefit the Town agencies and the web site.

Q Content. This is a software suite for enhancing the interactivity of the web site. I have tested some of the features.

GlobalScape Web Survey. This piece of software would allow polling of the citizens concerning a specific issue. This could be helpful to various Boards that would like straw input.

Continuing Projects

Short and Long Term Duration

GIS will be a phased project over a period driven by Town implementation and fiscal resources.

Software changes and additions. Potential change to Dreamweaver or a coexistence of FrontPage and Dreamweaver.

The addition of Plug-ins and software extras as Town Departments develop programs and awareness for the use of these additions

Planned updating of the Tewksbury Web Site to promote the Town and improve the sophistication of the visual aspects of the site.

Web Site Related Meetings

Maintain contact with Town Department Colleagues

GIS Committee

MIS Committee for the improvement of the web site

Attendance of meetings that have direct impact on the web site

Maintenance of Town Web Site

Posting of Agenda, Minutes, and Notices: By-law changes; etc, in a timely manner for Departments and Boards.

Consultation with key personal on various boards and departments concerning their specific web pages

Person to person meetings when requested to offer suggestions and help.

E-mail and/or telephone support to help with technical issues.

Backup and Sub-Backup Routines

Weekly backups on mirror hard drive and CD-RW.

Monthly backups on CD-R.

Files

All web related mail saved electronically

Web related requests saved as hard copies with changes notated.

Questionnaires and Approvals on file.

Web Placement Request Page.

Respectfully submitted,
Peter Orio Jr.
Webmaster

EMPLOYEE EARNINGS

TOWN EMPLOYEE EARNINGS

	<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>
<u>ADMINISTRATIVE SERVICES</u>			
Rose, William A.	43,924.66	198.11	44,122.77
Sitar, Melanie G.	43,609.43		43,609.43

<u>ASSESSORS:</u>			
Boudreau, Norman O.	5,199.27		5,199.27
Callahan, Edward D.	13,118.50		13,118.50
Flanagan, Barbara A.	1,100.00		1,100.00
Kelley, John J.	64,242.98		64,242.98
Lawrie, Linda M.	40,119.93		40,119.93
MacGilvray, Anne M.	2,104.87		2,104.87
Moore, Susan E.	1,200.00		1,200.00
Powers, Patricia A.	34,071.70		34,071.70
Singleton, Christine	37,037.62		37,037.62
Trudeau, Cynthia J.	4,700.70		4,700.70

<u>AUDITORS:</u>			
Curtis, Linda E.	1,529.34		1,529.34
Faherty, Cheryl A.	18,915.45		18,915.45
Gill, Donna J.	60,479.94		60,479.94
Walsh, Donna M.	80,051.29		80,051.29

<u>BOARD OF SELECTMEN:</u>			
Anderson, Kevin C.	1,730.70		1,730.70
Coldwell, Charles E.	5,803.81		5,803.81
Dennehey, Charlene A.	3,983.76		3,983.76
Gill, Joseph P.	5,076.97		5,076.97
Sears, Douglas W.	5,076.97		5,076.97
Selissen, Jerome E.	3,634.72		3,634.72

<u>BUILDING DEPARTMENT:</u>			
Cathcart, Dawn E.	37,078.81		37,078.81
Colantuoni, Richard A.	71,733.67		71,733.67
Delaney, Jeremiah	22,925.00		22,925.00
Hennessy, Patricia	25,472.56		25,472.56
Johnson, Edward P.	59,320.12		59,320.12
MacPherson, Russell R.	850.00		850.00
Mazzuchi, Catherine	680.82		680.82
Sargent, David	23,775.00		23,775.00
Stevens, Sandra L.	2,003.90		2,003.90
Sullivan, Harold J.	1,615.00		1,615.00

<u>CABLE TV:</u>			
Barros, Andrew N.	16.88		16.88
Bradley, David F.	861.59		861.59
Hicks, David H.	845.53		845.53
Morgan, Jeffrey J.	246.39		246.39
Smith, Cory D.	516.38		516.38
Yorba, Melissa	16.88		16.88

<u>COMMUNITY DEVELOPMENT:</u>			
Bradley, Alison M.	2,058.44		2,058.44
DeMeo, Lisa E.	50,548.95		50,548.95
DiPrimio, Linda A.	39,649.12		39,649.12
Miggos, Loretta	7,495.14		7,495.14
Plunkett, David J.	850.00		850.00
Polchlopek, Walter S.	49,352.38		49,352.38
Reed, Nancy L.	850.00		850.00
Romano, Cheryl A.	1,110.54		1,110.54
Sadwick, Steven J.	82,946.36		82,946.36
Spada, Vincent W.	1,112.50		1,112.50
Sweet, Frank R.	850.00		850.00

	<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>
<u>COMPUTER SERVICES:</u>			
Hanson, Lisa A.	45,834.35		45,834.35
Hattori, Stephen M.	82,051.89		82,051.89
Orio Jr, Peter F.	3,310.00		3,310.00

<u>COUNCIL ON AGING:</u>			
Brabant, Linda R.	65,914.52		65,914.52
Geddry, Sandra A.	9,240.00		9,240.00
Hazel, Carol A.	43,666.83		43,666.83
Noel, Robert S.	35,811.04	3,530.43	39,341.47
Wallace, Doris M.	8,700.00		8,700.00

<u>DEPARTMENT OF PUBLIC WORKS:</u>			
Barry, Cornelius J.	48,255.51	9,100.03	57,355.54
Belida, Robert A.	55,577.37	13,681.18	69,258.55
Burris, William R.	119,851.71		119,851.71
Bushway, John R.	271.69		271.69
Chandler, Kenneth	47,926.11	10,836.15	58,762.26
Chandler Jr, William	65,581.82	16,031.02	81,612.84
Conlon, Kevin M.	55,559.19	15,021.72	70,580.91
Deroche, George W.	61,972.96	18,291.49	80,264.45
Donovan, Michael B.	48,909.41	7,053.37	55,962.78
Gath, Brian R.	53,783.94	15,444.35	69,228.29
Giannetti, Frank P.	53,783.94	4,391.42	58,175.36
Gilbert, Kenneth T.	7,895.31		7,895.31
Gilbert, Lawrence J.	47,304.31	7,883.60	55,187.91
Gitschier, Erik R.	46,800.74	9,528.78	56,329.52
Hirtle, Mathew T.	37,374.68	5,004.95	42,379.63
Hudson, Royal R.	61,964.27	18,993.54	80,957.81
Kane, Lawrence G.	55,103.95	5,763.79	60,867.74
Lambert, Paul F.	7,224.27		7,224.27
Layne, Kenneth W.	35,723.43	3,184.00	38,907.43
Lightfoot, Ernest J.	65,629.19	27,217.90	92,847.09
Lightfoot, James M.	56,877.87	9,860.80	66,738.67
MacGilvray, Allan P.	5,039.92		5,039.92
Marion, Bernard H.	42,637.26	7,484.68	50,121.94
Marion II, Louis E.	37,945.08	5,302.82	43,247.90
McCarthy, John P.	7,564.90		7,564.90
Miner Jr, Robert H.	47,474.25	6,851.84	54,326.09
Monahan, Linda M.	52,071.91		52,071.91
Nolan, James E.	11,729.49		11,729.49
Nolan, Robert J.	55,142.94	7,351.15	62,494.09
Patterson, Susan M.	32,914.80		32,914.80
Peters, Michael D.	52,303.58	10,151.29	62,454.87
Privetera, Melissa L.	45,195.01	977.94	46,172.95
Richards, Clarence A.	2,163.00		2,163.00
Ryan, Jordan R.	94.50		94.50
Ryder, Wayne E.	383.07		383.07
Salerno, John M.	48,836.41	13,364.02	62,200.43
Shimkus, James P.	2,463.44		2,463.44
Stoddard, Richard E.	60,328.77	24,997.55	85,326.32
Stronach, Timothy	54,083.95	13,685.63	67,769.58
Sweet, Bruce A.	57,074.36	12,041.43	69,115.79
Sweet Jr, Bruce A.	64.13		64.13
Terrazzano, Virginia M.	5,300.56		5,300.56
Vieweg Jr, Edward L.	53,754.45	9,709.54	63,463.99
Vonkahle, Steven J.	31,100.08	2,984.64	34,084.72
Ward, Jack W.	54,833.94	18,311.27	73,145.21
Westaway, Richard L.	58,178.42	8,759.53	66,937.95
Wilkinson Jr, William J.	65,191.71	35,348.60	100,540.31
Wood, Mark P.	41,123.22	12,090.66	53,213.88
Zediana, Lewis W.	72,227.98	1,367.10	73,595.08

	<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>
<u>DOG OFFICER:</u>			
Collins, Walter	48,946.31	131.57	49,077.88
Fernald, Brian G.	16,564.55		16,564.55
Sitar, James D.	660.28		660.28

<u>ELECTION OFFICERS:</u>			
Bairstow, Laurence B.	552.00		552.00
Bairstow, Suzanne R.	76.00		76.00
Beattie, Eleanor M.	218.00		218.00
Beattie, Mary	218.00		218.00
Belbin, Evelyn M.	106.00		106.00
Bullen, Susan M.	242.00		242.00
Callahan, Angela T.	198.00		198.00
Callahan, Anne M.	400.50		400.50
Carroll, Alice A.	302.50		302.50
Casazza, Mary A.	555.00		555.00
Conlon, Phyllis E.	218.00		218.00
Coviello, Anne B.	264.00		264.00
Coyle, Rita	555.00		555.00
Cuskey, Lorraine M.	9,062.61		9,062.61
D'Amico, Bertha M.	283.00		283.00
French, Leighanne M.	110.00		110.00
French Jr, Warren J.	228.00		228.00
Gardner, Susan M.	168.00		168.00
Gibson, Philomena	112.00		112.00
Golen, Alice	495.00		495.00
Hadley, Shirley C.	106.00		106.00
Haines, Elinor T.	4,487.30		4,487.30
Hair, Helen A.	168.00		168.00
Hurton, Priscilla	258.00		258.00
Iandolo, Grace R.	220.00		220.00
Keefe, Ellen M.	285.50		285.50
Kobelski, Carol M.	64.00		64.00
Krugh, Rosemarie A.	390.00		390.00
Lefave, Verna T.	216.00		216.00
Luongo, Yolanda	242.00		242.00
Magro, Marie T.	403.00		403.00
Maher, Katherine M.	244.00		244.00
Maloney, Marie E.	54.00		54.00
Marchessault, Muriel	100.00		100.00
Marzeoli, Donald M.	108.00		108.00
Maxwell, Aurore G.	218.00		218.00
McCusker, Jeanette	56.00		56.00
McGloughlin, Rosalie C	200.00		200.00
McGrath, Dorothy E.	418.00		418.00
McKenna, Rose M.	108.00		108.00
Morelli, Ann M.	207.00		207.00
Nichols, Mary Anne	525.00		525.00
O'Brien Dee, Rita	320.50		320.50
Patterson, Stephen R.	324.00		324.00
Pepin, Mary	254.00		254.00
Pilcher, Mary	420.50		420.50
Power, Daniel E.	130.00		130.00
Power, Elena	124.00		124.00
Pozerski, Jeanette	318.00		318.00
Rizzo, Marcie L.	160.00		160.00
Sederquist, Evelyn	216.00		216.00
Seluk, Margaret	198.00		198.00
Shaw, Phyllis H.	100.00		100.00
Sprague, Bernice	558.00		558.00
Stanley, Christina R.	504.00		504.00
Stanton, Helen F.	134.00		134.00
Wolfe, Cecilia T.	340.00		340.00

<u>EXCEPTIONAL CHILDREN:</u>			
Carapellucci, Matthew J.	1,336.00		1,336.00
Cedorchuk, Shawn S.	2,616.00		2,616.00
Doherty, Kevin M.	1,809.50		1,809.50
D'Onofrio, Aleece E.	2,442.00		2,442.00
D'Onofrio, Michael F.	1,424.00		1,424.00
Flynn, Chester H.	4,657.12		4,657.12
Monaco, Melinda K.	2,134.00		2,134.00

	<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>
Mulligan, Matthew	2,810.50		2,810.50
Smith, Jillian K.	1,133.00		1,133.00
Sullivan, James M.	1,809.50		1,809.50

<u>FINANCE COMMITTEE:</u>			
D'Entremont, Leann K.	2,179.21		2,179.21

<u>FIRE DEPARTMENT:</u>			
Austin, David L.	40,224.43		40,224.43
Austin, Scott D.	5,575.12	335.34	5,910.46
Brothers, Patrick M.	48,863.77	13,278.92	62,142.69
Brothers, William P.	52,846.01	13,812.51	66,658.52
Bruce, James W.	49,861.92	15,056.99	64,918.91
Burris, John W.	59,470.26	11,484.47	70,954.73
Calistro, Robert B.	62,217.87	10,790.13	73,008.00
Callahan, Michael P.	60,972.12	19,018.81	79,990.93
Carney, David A.	52,928.95	16,997.89	69,926.84
Coviello, Virginia H.	5,031.98		5,031.98
Dogherty, Joseph S.	52,169.03	5,045.15	57,214.18
Doherty, Patrick S.	52,371.32	15,566.87	67,938.19
Eldredge, Steven C.	11,973.24	1,063.24	13,036.48
Forero, Oscar O.	52,874.04	12,750.40	65,624.44
Fortunato, Joseph C.	53,192.57	14,315.70	67,508.27
Fowler, Robert A.	77,976.18	29,225.87	107,202.05
Giasullo, Jeffrey	49,741.90	15,835.78	65,577.68
Giasullo Jr, James A.	51,511.88	9,404.68	60,916.56
Gillis, Joseph S.	48,863.80	7,098.84	55,962.64
Gosse, William R.	48,512.04	13,273.85	61,785.89
Gourley Jr, Russell W.	58,041.76	6,574.83	64,616.59
Greer Jr, Donald	53,747.21	11,692.34	65,439.55
Guttadauro, Paul F.	50,242.56	13,578.09	63,820.65
Hamm, Richard E.	60,770.96	12,701.25	73,472.21
Hazel, Michael A.	63,508.63	17,218.18	80,726.81
Holden, Timothy J.	52,079.01	13,105.31	65,184.32
Hurley, Brian J.	48,945.10	5,143.07	54,088.17
Karlberg, David R.	53,402.58	20,360.98	73,763.56
Keams, Joseph W.	54,588.58	17,054.61	71,643.19
Keddie, Scott A.	63,943.37	17,940.46	81,883.83
Kerr, Gary O.	61,652.40	18,406.61	80,059.01
Lawrie, Dale M.	48,330.74	4,015.60	52,346.34
Levy, David W.	65,590.50	18,791.95	84,382.45
Levy Jr, David W.	49,343.78	16,122.43	65,466.21
Lightfoot, John K.	71,283.63	17,218.86	88,502.49
Little, Robert	50,118.69	12,080.66	62,199.35
Mackey, Richard	72,386.51	27,362.72	99,749.23
McGlaufflin, Russell J.	51,245.79	11,374.05	62,619.84
Merrill, Christina M.	5,575.12	670.67	6,245.79
Niven, Timothy	63,341.99	15,281.18	78,623.17
O'Neill, John	69,254.17		69,254.17
Perry, Susan M.	33,586.89	51.89	33,638.78
Powers, Stephen M.	57,701.49	11,449.03	69,150.52
Reed, Bruce A.	89,371.35	24,307.23	113,678.58
Rosemond, Alan L.	53,666.70	13,994.38	67,661.08
Ryan, James P.	76,916.81	20,781.90	97,698.71
Ryan, Thomas	116,333.14		116,333.14
Sandberg, Kenneth J.	26,101.25	5,746.77	31,848.02
Sitar, Daniel	53,129.09	13,330.27	66,459.36
Sitar Jr, Michael W.	73,748.23	24,546.58	98,294.81
Small, Daniel T.	51,511.88	9,218.06	60,729.94
Spencer, Steven M.	47,964.68	14,005.29	61,969.97
Vasas, Albert J.	60,204.23	15,658.02	75,862.25
Viscione, Jon	63,092.83	17,340.24	80,433.07
Vonkahle, Vance	56,460.95	1,371.39	57,832.34
Yost, George	116,425.14		116,425.14

<u>HEALTH DEPARTMENT:</u>			
Carbone, Thomas G.	73,277.72		73,277.72
Desmond, Virginia F.	20,752.86		20,752.86
Gorrasi, Pamela J.	3,181.21		3,181.21
McCarthy, Jennie M.	134.62		134.62
Sheehan, Edward J.	350.00		350.00
Sullivan, Susan A.	161.54		161.54

	<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>
Trearchis, Dean	56,730.63		56,730.63
Westaway, Barbara	48,920.62		48,920.62
Wilkie, Stephanie J.	450.00		450.00
<u>LIBRARY:</u>			
Bangs, Judy A.	28,354.80	824.73	29,179.53
Berlik, Elizabeth M.	38,785.03	113.58	38,898.61
Blaisdell, Christine V.	17,913.04	614.96	18,528.00
Cote, Amanda J.	880.95		880.95
Couture, Noelle B.	33,611.05	59.19	33,670.24
Crowe, John J.	33,772.48	1,478.12	35,250.60
Desmarais, Elisabeth	77,389.75		77,389.75
Fowler, Marilyn H.	28,354.80	524.94	28,879.74
Goodchild, Christine A.	40,430.53	1,793.53	42,224.06
Grasso, Karen A.	30,261.11	450.93	30,712.04
Holland, Gail M.	30,054.25	918.41	30,972.66
Holland, Stacey R.	2,490.75		2,490.75
Kutcher, Mary E.	35,560.22	76.44	35,636.66
Lightfoot, Jamie M.	25,234.80	1,270.18	26,504.98
Loneragan, Bridget A.	30,300.14	408.85	30,708.99
MacLeod, Heather I.	3,694.08		3,694.08
Maffeo, Dennis J.	3,014.83		3,014.83
Mullane, Lauren D.	877.50		877.50
Newton, Jennifer E.	28,354.81	625.06	28,979.87
O'Toole, Nancy E.	2,187.00		2,187.00
Rose, Eric W.	3,285.49		3,285.49
Salvato, Joyce	37,629.51	170.39	37,799.90
Shah, Sonia S.	756.00		756.00
Titus, Rosemary J.	19,013.11		19,013.11
Toombs, Mary E.	47,565.76		47,565.76
Toppin, Joanne R.	33,322.78	1,821.91	35,144.69
Weinryb Grohsgal, Leah	2,410.06		2,410.06
<u>MODERATOR:</u>			
Coakley, James P.	500.00		500.00
<u>POLICE DEPARTMENT:</u>			
Barry, John E.	72,298.73	8,967.81	81,266.54
Biewener, James P.	6,938.67		6,938.67
Bjorkgren, Robert M.	6,938.67		6,938.67
Bolton, Leonard	51,601.37	2,788.02	54,389.39
Budryk, Robert	84,509.51	9,042.72	93,552.23
Bush, Stephanie M.	3,923.31		3,923.31
Capuano, Karen M.	31,672.77	201.93	31,874.70
Carey, Patrick R.	40,255.19	6,873.40	47,128.59
Carroll, Robert	2,182.98		2,182.98
Carson, Cynthia A.	5,025.91		5,025.91
Casey, John M.	23,319.43	158.66	23,478.09
Casey, Thomas M.	48,418.28	8,095.11	56,513.39
Columbus, Ryan M.	53,687.65	6,760.51	60,448.16
Cooke, Thomas M.	45,476.97	6,827.51	52,304.48
Coviello, Christopher J.	60,588.17	13,608.20	74,196.37
DeLucia Jr, Joseph F.	5,550.77		5,550.77
DeRoche, David G.	541.69		541.69
DiCalogero, Anthony	8,053.88	66.97	8,120.85
DiCalogero, Cynthia J.	2,729.87	496.41	3,226.28
Doherty, Paul	4,854.60		4,854.60
Doherty Jr, Paul E.	51,519.02	14,701.23	66,220.25
Donovan, Alfred P.	99,213.23		99,213.23
Downey, Jennifer L.	33,832.28	3,196.72	37,029.00
Field, Robert D.	67,664.38	8,902.17	76,566.55
Fluet, Marc A.	9,142.98	439.53	9,582.51
Ford, Ralph F.	101,396.69	6,530.11	107,926.80
Fowler, John R.	1,243.08		1,243.08
Gaynor, Scott P.	65,164.32	8,806.42	73,970.74
Godin, David E.	38,391.01	2,652.34	41,043.35
Gonzalez, Andre	55,167.81	17,343.20	72,511.01
Graffeo, Denise	7,350.90		7,350.90
Griffin, Kimberly A.	34,736.08	1,396.89	36,132.97
Gundrum, Denise L.	124,972.28		124,972.28
Hadley, Herbert	0.00	535.78	535.78
Hanley, Eric E.	41,262.60	3,578.35	44,840.95

	<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>
Harrington, Patrick J.	31,672.77	556.08	32,228.85
Hazel, George W.	90,050.74	7,122.34	97,173.08
Higginbotham, Maryellen k	56,115.26	84.86	56,200.12
Hollis, James H.	57,603.42	16,250.77	73,854.19
Hood, James	29,526.06		29,526.06
Hyde, Philip C.	23,702.70	977.39	24,680.09
Jamieson, Walter	23,270.67		23,270.67
Jarek, John	0.00	439.44	439.44
Jop III, Walter J.	61,852.20	12,047.94	73,900.14
Kandrotas, Stephen	67,636.73	4,177.33	71,814.06
Kelly, Timothy W.	68,283.54	7,908.75	76,192.29
Kennedy, Alice M.	43,823.47	510.89	44,334.36
Kerber, Daniel P.	57,975.64	16,325.19	74,300.83
Lafortune, Raymond C.	60,902.33	338.23	61,240.56
Layne, Debra A.	50,308.09	163.01	50,471.10
Layne, Keith R.	56,994.17	8,464.09	65,458.26
Layne, Warren R.	270.00		270.00
Layne, William D.	93,602.57	8,840.19	102,442.76
Lightfoot, Jennie A.	36,551.30	423.70	36,975.00
Mackey, John	151,646.72		151,646.72
Manley, Mary T.	13,687.78		13,687.78
Martin, Edward L.	116,170.89	6,898.75	123,069.64
McKenna, James	75,486.73	8,063.00	83,549.73
McLaughlin, Neil F.	5,296.48		5,296.48
McLeod, Kathryn Q.	57,592.71	1,352.15	58,944.86
McMahon, Markus E.	58,532.11	4,630.07	63,162.18
Morris, Constance	40,651.00	3,556.10	44,207.10
Mulvey, Jessica L.	56,984.74	484.40	57,469.14
Newton, Eileen	37,660.22		37,660.22
Newton, Sonia M.	7,071.07		7,071.07
Papleacos Jr, Stephen N.	7,357.39	267.90	7,625.29
Pappas, Francis	10,810.94		10,810.94
Perry, Henry	9,643.75		9,643.75
Perry, Mark	64,869.24	10,796.55	75,665.79
Peterson, Dennis	85,557.31	24,947.44	110,504.75
Piccolo, Arthur M.	41,068.73	2,461.21	43,529.94
Piccolo Jr, Albert A.	42,644.96	4,068.13	46,713.09
Poisson, Karen A.	40,276.69	3,883.25	44,159.94
Porter, Kim M.	40,032.01	1,896.98	41,928.99
Powers, John R.	88,523.50	6,728.97	95,252.47
Reese, Keren J.	55,083.98	1,112.47	56,196.45
Reese, Kevin	59,910.41	6,699.27	66,609.68
Regan, Peter L.	31,672.77	72.11	31,744.88
Riccardi, Kimberly A.	41,234.84	2,423.93	43,658.77
Ringwood, Paul	5,926.13	167.44	6,093.57
Schofield, Bradford E.	33,400.37	129.89	33,530.26
Schwalb Jr, William L.	50,391.90	1,192.83	51,584.73
Scott, Christopher M.	39,837.33	2,660.08	42,497.41
Sheehan, Michael P.	48,743.48		48,743.48
Sheehan, Timothy B.	87,567.77	5,242.67	92,810.44
Small, Matthew L.	40,407.24	1,072.93	41,480.17
Stephens, Allan S.	9,613.80		9,613.80
Stephens, Robert A.	68,972.56	9,809.98	78,782.54
Stotik, Patricia J.	43,666.90	594.32	44,261.22
Suarez, Jeffrey	47,875.66	5,818.48	53,694.14
Sullivan, Edward M.	48,278.74	1,890.42	50,169.16
Tanguay, Roger J.	69,569.40	6,283.64	75,853.04
Thomas Jr, Paul C.	12,739.73		12,739.73
Torres, Steven M.	6,979.30		6,979.30
Voto, John S.	72,295.48	10,643.87	82,939.35
Warren, Brian	48,743.50	1,997.26	50,740.76
Westaway, Robert L.	64,724.42	11,863.77	76,588.19
Williams Jr, James F.	58,667.40	4,870.31	63,537.71
Worth, Garin F.	40,732.16	4,067.26	44,799.42
<u>RECREATION DEPARTMENTS:</u>			
Amato, Nicholas C.	4,356.00		4,356.00
Anderson, Thomas J.	1,356.00		1,356.00
Bibo, Ashley A.	720.00		720.00
Bibo, Lauren N.	5,704.00		5,704.00
Byrne, Christopher A.	1,424.00		1,424.00
Canada, Daniel L.	4,081.00		4,081.00

	<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>
Coppi, Matthew J.	6,957.50		6,957.50
Duffy, David J.	2,664.00		2,664.00
Duffy, Lianne	4,191.00		4,191.00
Favreau, Derek R.	3,861.00		3,861.00
Favreau, Scott M.	5,714.50		5,714.50
Ganchi, Michael A.	6,363.50		6,363.50
Hamm, Maria C.	3,932.50		3,932.50
Heald, Douglas J.	1,540.00		1,540.00
Lamb, Jennifer L.	4,448.00		4,448.00
Morris, Mark D.	3,861.00		3,861.00
Mulligan, Colleen	6,325.00		6,325.00
Mulligan, Kathleen M.	26,517.79	1,215.18	27,732.97
Mulligan, Thomas P.	3,168.00		3,168.00
Mulloy, Thomas J.	2,233.00		2,233.00
O'Brien, Courtney	1,424.00		1,424.00
O'Brien, Kaitlyn A.	1,650.00		1,650.00
O'Leary, Shauna L.	1,124.00		1,124.00
Patterson, Roy E.	56,178.20		56,178.20
Santos, Jennifer N.	1,628.00		1,628.00
Scott, Suzanne L.	3,564.00		3,564.00
Sitar III, Michael W.	4,136.00		4,136.00
Smolinsky, Danielle E.	1,200.00		1,200.00
Starling, Stephanie C.	1,200.00		1,200.00
Sullivan, Kelli R.	2,937.00		2,937.00
Sullivan IV, Thomas J.	3,861.00		3,861.00
Surette, Kristen M.	2,104.00		2,104.00
Tammik, Daniel E.	3,283.50		3,283.50
Walsh, Sean M.	3,861.00		3,861.00
Welch, Tyler J.	4,669.50		4,669.50
Witham, Jillian L.	3,861.00		3,861.00

REGISTRARS:

Bennett, Beverly A.	500.00		500.00
Creamer, Edward D.	500.00		500.00
Ordway, Donald R.	500.00		500.00

SCHOOL BUILDING COMMITTEE:

McLaughlin, Maria L.	623.32	0.00	623.32
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TOWN CLERK:

Beecher, Paula M.	2,002.86		2,002.86
Carey, Elizabeth A.	68,156.67		68,156.67
Garrant, Kathleen M.	59,698.09	2,885.07	62,583.16
Hickford, Gina M.	30,111.47		30,111.47
Murphy, Janet E.	11,450.58		11,450.58
Turcotte, Sandra E.	28,483.18		28,483.18

TOWN HALL:

Friberg, Thomas W.	1,661.34		1,661.34
Ray, Sandra M.	4,977.51		4,977.51
Thayer, Dale A.	7,288.31		7,288.31

TOWN MANAGER:

Barbeau, Sandra A.	72,762.89		72,762.89
Chambers, Helen M.	54,651.60		54,651.60
Cressman, David G.	120,826.82		120,826.82
Hudson, Edwina M.	56,115.26		56,115.26

TREASURER/COLLECTOR:

Blakeney Jr, William L.	55,264.03	3,290.68	58,554.71
Carey, Warren R.	6,926.14		6,926.14
Deshler, Teresa C.	27,194.16	405.11	27,599.27
Ewing, Lucille M.	35,033.48	328.27	35,361.75
Gath, Debra	24,208.41		24,208.41
Johnson, Elizabeth L.	3,762.95		3,762.95
Langlois, Lorraine M.	40,283.47	979.75	41,263.22
Lightfoot, Dorothy A.	58,658.86		58,658.86
Manfra, Eleanor	12,101.62		12,101.62
Smith, Janet K.	51,783.71		51,783.71
Sullivan, David M.	11,311.15		11,311.15

VETERANS:

Hart, Ellsworth K.	65,026.55	65,026.55
Williams, James F.	5,191.83	5,191.83

SCHOOL EMPLOYEE EARNINGS

	<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>		<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>
<u>SCHOOL DEPARTMENT:</u>				Brewin, Deborah A	52,075.79		52,075.79
Abate-Upson, Cynthia	54,580.17		54,580.17	Briggs, Linda J	75.60		75.60
Acone Callahan, Carole	53,506.17		53,506.17	Brigida, Robert M	49,352.79		49,352.79
Adames, Teri	206.60		206.60	Brimer, Catherine	61,984.81		61,984.81
Adams, Mary Louise B	49,393.03		49,393.03	Brooks, Catherine B	1,101.96		1,101.96
Adams, Robin J	7,126.44		7,126.44	Brooks, Jennifer M	58,789.60		58,789.60
Aiello, Mary Beth J	48,147.26		48,147.26	Bucci, Mary Jane	15,348.26		15,348.26
Allard, Judith M	23,459.07		23,459.07	Buckley, Maureen A	57,689.66		57,689.66
Allen, Charles	528.15		528.15	Buckley, William Q	50,374.66		50,374.66
Allen, Lynnette W	11,283.54		11,283.54	Buehler, Deborah J	550.00		550.00
Anderson, Hilary J	55,575.01		55,575.01	Burke, Joseph E	35,676.37		35,676.37
Anderson, Kathleen	48,147.26		48,147.26	Buss, Michael J	54,188.78		54,188.78
Angelo, Emily	1,267.20		1,267.20	Bustin, Elizabeth A	57.48		57.48
Angelo, Laurie	10,052.07		10,052.07	Bymes, Antoinette	61,612.61		61,612.61
Appleby, Doreen	260.22		260.22	Bymes, John	41,992.99		41,992.99
Araujo, Henrietta L	57,772.64		57,772.64	Caeran, Shelli-An	1,175.94		1,175.94
Arnold, Jennifer R	18,257.38		18,257.38	Callan, Kathleen A	5,420.00		5,420.00
Audette, Marsha	56,847.07		56,847.07	Callanan, Eileen F	16,704.88		16,704.88
Austin, Linda J	47,698.40		47,698.40	Cameron, Allison E	8,315.65		8,315.65
Aylward, Brian	68,692.26		68,692.26	Camire, Richard	19,365.53		19,365.53
Aylward, James	9,422.88		9,422.88	Capone, Elaine G	266.22		266.22
Aylward, Norma J	28,579.45		28,579.45	Caracoglia, Jennifer L	23,099.23		23,099.23
Aylward, Robert W	93,989.39		93,989.39	Carey, Gertrude M	64,152.29		64,152.29
Aylward Jr, Robert W	3,996.00		3,996.00	Carey, Kevin R	1,692.39		1,692.39
Bachta, Allyson M	15,913.37		15,913.37	Carey, Michael P	44,247.62		44,247.62
Bailey, Lisa J	2,120.40		2,120.40	Carson, Carolyn	4,529.22		4,529.22
Baker, Kathleen	26,426.07		26,426.07	Carter, Linda	12,649.84		12,649.84
Ballou, Gary	14,092.09		14,092.09	Casey, Kathleen	10,490.67		10,490.67
Bancroft, Karen J	45,372.97		45,372.97	Castiglione, Linda	6,203.67		6,203.67
Barbour, Virginia	66.90		66.90	Catherwood Jr, William W	38,328.10		38,328.10
Barnett, Sandra	50,680.20		50,680.20	Centrella, Joey J	2,884.00		2,884.00
Basteri, Cynthia A	88,718.86		88,718.86	Chace, Ethel M	59,875.39		59,875.39
Basteri Jr, Lawrence J	68,993.01		68,993.01	Chan, Marjorie J	19,227.08		19,227.08
Bates, Melissa	17,813.66		17,813.66	Chemaly, Jeffrey S	8,343.76		8,343.76
Beaulieu, Linda	13,815.09		13,815.09	Ciambella, Joan	50,158.22		50,158.22
Bedard, Maureen	12,554.68		12,554.68	Ciccolella, Elaine P	16,973.44		16,973.44
Belmonte, Joanne D	1,670.00		1,670.00	Cintolo, Karen	54,575.56		54,575.56
Bender, Helena A	1,072.71		1,072.71	Clarke, John C	60,564.60		60,564.60
Bennett, Bonnie	1,762.91		1,762.91	Cochran, Rose M	27,509.06		27,509.06
Bennett, Elaine M	19,226.87		19,226.87	Cody, Debra J	35,226.54		35,226.54
Benning, Kristine	15,502.25		15,502.25	Colantuoni, Adam C	7,568.20		7,568.20
Benvenuto, Kathleen M	5,021.85		5,021.85	Cole, Judith	21,774.11		21,774.11
Benzing, Kelly A	27,710.64		27,710.64	Colman, Judith	35,121.78		35,121.78
Berglund, Karen	544.91		544.91	Comer, Alexandra E	45,498.47		45,498.47
Bettencourt, Sandra C	58,922.28		58,922.28	Conlon, Marjorie	59,981.45		59,981.45
Bilodeau, Cathleen	58,058.14		58,058.14	Conlon, Thomas	61,920.00		61,920.00
Black, Dale D	53,720.52		53,720.52	Connell, Kathleen J	56,908.41		56,908.41
Blackstone, Jeanne F	28,267.09		28,267.09	Connell, Loriana	1,339.32		1,339.32
Blakeslee, Donna M	58,089.78		58,089.78	Connolly, Ellen M	5,570.43		5,570.43
Bliss, Gail	56,824.08		56,824.08	Consaul, Scott J	2,499.96		2,499.96
Booth, Comelia	173.16		173.16	Contardo, Rita M	306.00		306.00
Boudreau-Hill, Donna M	49,107.45		49,107.45	Conway, Karla	84,569.05		84,569.05
Bourgeois, Marie R	5,143.36		5,143.36	Coppola, Paula B	34,014.47		34,014.47
Bowden, Donna M	12,786.31		12,786.31	Cote, Christine	14,390.44		14,390.44
Bowers, Gayle P	10,917.00		10,917.00	Cote, Peter C	13,907.74		13,907.74
Bowler, Jane E	50.00		50.00	Cotter, Emily C	54,292.90		54,292.90
Boyden, Maureen	35,205.72		35,205.72	Coughlin, Charles E	36,966.52		36,966.52
Boyle, Molly J	286.33		286.33	Courmoyer, Lisa T	56,062.95		56,062.95
Boyle, Nancy M	42,113.31		42,113.31	Coutermarsh, Marina H	200.00		200.00
Brace, Joann	938.94		938.94	Covington-Wright, Apryl D	849.56		849.56
Bradley, Loreen R	90,620.07		90,620.07	Craft, Lesley A	7,694.63		7,694.63
Bradley, Mark A	3,875.00		3,875.00	Cremin, Christine M	49,083.80		49,083.80
Bradley, Tammie R	78.09		78.09	Cremins, Edward D	57,334.53		57,334.53
Bradley, Thomas M	3,996.00		3,996.00	Crowley, Keith D	2,884.00		2,884.00
Brennan, Anne R	1,297.80		1,297.80	Crowley, Mary K	45,755.62		45,755.62
Breslin DeCiccio, Ann M	9,642.54		9,642.54	Cummings, Geraldine M	57,934.08		57,934.08
Bresnahan, John C	56,334.88		56,334.88	Curtin, Barbara A	11,500.69		11,500.69
Bresnahan, Kimberly J	66,059.71		66,059.71	Curtin, Paula M	19,859.54		19,859.54

	<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>
Cutone, Dawn A	2,228.45		2,228.45
Cymbura, Deneen A	1,381.50		1,381.50
Davis, Alma A	47,590.87		47,590.87
Davis, Janet	16,375.29		16,375.29
Davos, Diane	49,006.99		49,006.99
DeAngelis, Margaret A	1,039.74		1,039.74
DeAngelis, Michelina	94,002.36		94,002.36
Dearing, Maura A	51,080.38		51,080.38
DeGrechie, Shelley A	50,813.23		50,813.23
DelGrosso, Joseph	47,347.15		47,347.15
DeLucia, Frances	48,355.50		48,355.50
DeLucia, Sandra L	182.99		182.99
DeMattia, Debra A	1,996.65		1,996.65
Dembkoski, Robin E	101.79		101.79
Demos, Shannon	36,430.95		36,430.95
DePierro, Donna M	11,687.48		11,687.48
Dermody, Joseph J	54,978.86		54,978.86
Deroche, Julie M	59,460.81		59,460.81
Deshler, Maryann J	16,449.08		16,449.08
DeSisto, Carolyn M	11,533.89		11,533.89
DeVoe, Lynn A	9,813.55		9,813.55
Dewing, Henry	38,697.12		38,697.12
Dey, Joan E	30,282.93		30,282.93
DiAntonio, Kristen R	50,200.92		50,200.92
Dias, Patricia	56,650.22		56,650.22
DiCiaccio, Mary	17,511.74		17,511.74
Dick, Edward K	2,666.64		2,666.64
DiFelice, Allison	6,298.03		6,298.03
Dillon, Kristin C	11,888.27		11,888.27
DiPersio, Michele	1,014.21		1,014.21
Dirk, Melissa C	479.59		479.59
DiRocco, Leo	4,523.00		4,523.00
DiRocco, Todd M	150.00		150.00
Dobbin, Anna B	86.58		86.58
Dobbin, Benedict J	48,524.23		48,524.23
Dobbin, Travis M	35,595.51		35,595.51
Doherty, Derek W	4,601.00		4,601.00
Doherty, Susan C	2,507.50		2,507.50
Dollas, Elizabeth A	41,800.77		41,800.77
Donnelly, Ann M	9,408.79		9,408.79
Donnelly, Deborah	3,615.00		3,615.00
Donoghue, Brenda M	1,793.71		1,793.71
Donoghue, John	82,586.42		82,586.42
Donoghue, Megan 4	390.45		390.45
Doolan, Robert D	52,887.68		52,887.68
Dorrance, Rosamond J	56,107.04		56,107.04
Drouin Jr, Ronald	57,298.61		57,298.61
Duncan, Anne	59,653.78		59,653.78
Dunn, Susan K	56,927.63		56,927.63
Dunne, Catherine M	49,027.81		49,027.81
Dykeman, Lynne	36,437.93		36,437.93
Dziadosz, Judith Ann	8,546.25		8,546.25
Economou, George	56,395.73		56,395.73
Edell, Cassandra M	42,088.57		42,088.57
Edelstein, Eleanor	3,672.84		3,672.84
Ekberg, Jeffrey C	3,327.16		3,327.16
Eldringhoff, Mary S	61,461.20		61,461.20
Elwell, Joanne M	21,964.45		21,964.45
Enos, Teresa A	48,147.26		48,147.26
Ernest, Adrienne M	12,225.00		12,225.00
Evangelista, Geraldine	3,255.53		3,255.53
Evangelista, Joanna N	3,201.56		3,201.56
Fabiano, Sheila M	1,822.12		1,822.12
Fabrizio, Cindi A	13,737.00		13,737.00
Fabrizio, Patricia B	51,128.83		51,128.83
Facendola, Nicola	17,622.28		17,622.28
Fairweather, Paula R	842.48		842.48
Fallon Jr, Richard F	35,923.73		35,923.73
Fanning, Maureen A	592.20		592.20
Faraci, Annina	60,780.37		60,780.37
Famham, Jayne	51,050.56		51,050.56
Farrey Forsyth, Nancy	57,394.08		57,394.08

	<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>
Ferreira, Karen A	48,916.53		48,916.53
Ferris, Gerald B	88,269.37		88,269.37
Fiske, Elaine	50,660.93		50,660.93
Fitzgerald, Judith I	19,057.16		19,057.16
Flagg, Kristi L	42,169.99		42,169.99
Foley, Dorothy	40,652.72		40,652.72
Foley, Judi K	59,761.69		59,761.69
Follett, Theresa	43,493.86		43,493.86
Foran, Robin M	10,012.73		10,012.73
Ford, Kathleen	54,292.90		54,292.90
Fortier, Jacqueline M	2,313.15		2,313.15
Foss, Jamie M	53,255.18		53,255.18
Fothergill, Patricia M	10,766.71		10,766.71
Fowler, June	28,700.26		28,700.26
Francisco-Marsh, Lynn M	41,265.33		41,265.33
Frank, Joseph C	52,425.33		52,425.33
Frechette, Leo	11,000.00		11,000.00
Freeman, Marcia R	24,143.20		24,143.20
Friedman, Carole	1,546.71		1,546.71
Fuller, Jan H	65,452.13		65,452.13
Gaffney, M Elizabeth	70,330.82		70,330.82
Gagne, Catherine M	49,667.97		49,667.97
Gagnon, Christopher J	35,435.18		35,435.18
Gagnon, Kim M	45,878.30		45,878.30
Gagnon, Susan	56,908.41		56,908.41
Gale, Patricia A	6,757.50		6,757.50
Gallant, John R	3,448.98		3,448.98
Galliford, Carol A	1,139.27		1,139.27
Galligan, Patrick J	61,881.41		61,881.41
Gallo, Carole A	59,134.55		59,134.55
Gallotto, Carolyn A	595.08		595.08
Gaman, Penney L	374.96		374.96
Garas, Kelly B	6,578.40		6,578.40
Gardner, Eileen T	51,017.77		51,017.77
Garipey, Sally B	2,672.08		2,672.08
Garr, Emily R	13,179.77		13,179.77
Gath, Frances	60,150.22		60,150.22
Gaudet, Michelle L	15,204.70		15,204.70
Gaudette, Anna P	21,334.94		21,334.94
Gaudette, Leana F	509.63		509.63
Gear Jr, Edward T	22,019.66		22,019.66
Gearty, Louise	400.00		400.00
Gendall, Dorothy A	1,345.80		1,345.80
Georgian, Cynthia S	13,906.91		13,906.91
Giampaolo, Renee M	2,264.61		2,264.61
Gibson, Kevin J	54,178.36		54,178.36
Gignac, Mary H	2,611.46		2,611.46
Gilbride, Thomas M	44,206.02		44,206.02
Gillette Manna, Barbara J	53,595.40		53,595.40
Gillotte, Karen M	18,593.75		18,593.75
Gillotte, Sarah	4,469.44		4,469.44
Glass, Debra J	49,491.13		49,491.13
Glover, Daniel R	12,744.24		12,744.24
Goggin, Jane D	18,931.00		18,931.00
Goldstein, Gladys	11,978.26		11,978.26
Gould, Mary Jo	46,419.06		46,419.06
Gouthro, Brian M	40,416.60		40,416.60
Graaskamp, Dorothy A	47,203.88		47,203.88
Grace, Joanne M	39.35		39.35
Graham, Donna	58,393.19		58,393.19
Grant, Jane	10,028.21		10,028.21
Graves, Gloria J	57,996.45		57,996.45
Guiliani, Denise	15,051.98		15,051.98
Gurry, Sheila	54,160.88		54,160.88
Guttadauro, Debbie	1,097.87		1,097.87
Hair-Sullivan, Linda	59,810.87		59,810.87
Hakala, Robyn D	49,310.08		49,310.08
Hall, Yvonne M	400.00		400.00
Hamilton, Brian J	1,619.20		1,619.20
Hamilton, Gail M	50,803.98		50,803.98
Hamilton, Linda	54,102.07		54,102.07
Hamlyn, Joyce G	442.51		442.51

	<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>
Hamm, Richard 3	2,884.00		2,884.00
Hanna Durkin, Gale F	12,890.00		12,890.00
Hansberry, Bonita	68,036.96		68,036.96
Hanson, Heather	42,931.45		42,931.45
Harrington, David F	39,973.52		39,973.52
Harrison, Dolores M	50,750.26		50,750.26
Harrison, Jaclyn N	2,603.00		2,603.00
Hassan, Christine	58,021.42		58,021.42
Hazel, George	4,244.00		4,244.00
Heald, Ronald D	15,872.28		15,872.28
Heartquist, Richard P	2,884.00		2,884.00
Hecht, Teresa L	1,789.73		1,789.73
Hendrigan, Dianne	10,481.67		10,481.67
Hennemuth, Trudi	54,891.77		54,891.77
Herlihy, Mary	40,711.81		40,711.81
Hersh, Amanda J	13,361.00		13,361.00
Herzog, Alex A	1,298.00		1,298.00
Hession, Joanne B	48,592.37		48,592.37
Hickey, Brian J	62,058.55		62,058.55
Higgins, Jodi L	44,525.88		44,525.88
Hillson, Kimberly H	40,838.32		40,838.32
Hines, Marie E	4,643.90		4,643.90
Hirsh, Christine	11,483.80		11,483.80
Hirtle, Maryellen	42,399.59		42,399.59
Hoffman, Helen M	2,246.91		2,246.91
Hogan, Sarah T	2,999.18		2,999.18
Hogan, Susan E	921.46		921.46
Hopkins, Judith A	37,704.72		37,704.72
Houmiller, Nancy	15,716.72		15,716.72
House, Linda	35,695.72		35,695.72
Hudson, Tracy A	54.75		54.75
Hummrich, Gretchen A	46,753.54		46,753.54
Hunt, Patricia A	5,351.79		5,351.79
Hussey, Erin	1,267.20		1,267.20
Hyland, Lori	48,147.26		48,147.26
Hynes, Kim	62,746.57		62,746.57
Hynes, Nicole B	794.25		794.25
Indelicato, Rosemary	15,920.23		15,920.23
Ireland, Vikki M	48,967.13		48,967.13
Irons, Frederick E	6,510.00		6,510.00
Jackman, Maureen	50,817.11		50,817.11
Jacobson, Lucy	558.80		558.80
Jagla, Barbara J	53,821.98		53,821.98
Jardin, August P	56,147.50		56,147.50
Jarek, John F	58,223.72		58,223.72
Johnson, Andree T	41,887.23		41,887.23
Johnston, Kimberly T	46,042.22		46,042.22
Johnston, Linda	212.49		212.49
Juszkiewicz, Jane	15,118.18		15,118.18
Kalajian, Nancy M	60,584.50		60,584.50
Kalarites, George	64,080.79		64,080.79
Kalarites, Marcia A	63,014.39		63,014.39
Kane, Kim	4,108.28		4,108.28
Kane, Maureen	57,499.62		57,499.62
Kasparian, Kaspar	36,531.93		36,531.93
Kaufmann, Leslie	14,496.61		14,496.61
Kawalski, Patricia	1,832.22		1,832.22
Keams, Joanne	34,114.50		34,114.50
Keddie, Patricia A	54,449.08		54,449.08
Keefe, Barbara A	9,750.99		9,750.99
Keefe, Sandra M	41,707.34		41,707.34
Kelley, Dianne L	3,860.00		3,860.00
Kelley, Jane A	60,383.68		60,383.68
Kelley, Louise E	29,425.26		29,425.26
Kelley, Maureen P	54,106.06		54,106.06
Kennedy, Mary Pepin	55,644.78		55,644.78
Kibbe, Carolyn F	58,417.92		58,417.92
King, Pauline J	81,407.11		81,407.11
Kirwin, Virginia	53,066.87		53,066.87
Kirwin, William	58,984.51		58,984.51
Kling, Joyce	13,934.59		13,934.59
Kolack, Roseanne	59,354.06		59,354.06

	<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>
Kosiba, Kristen D	55,457.40		55,457.40
Koskey, Pamela A	50,224.10		50,224.10
Krainski, Joanna D	71,172.76		71,172.76
Krol, Patricia A	55,945.51		55,945.51
Krueger, Barbara E	55,095.89		55,095.89
Krzesinski, Elizabeth A	45,716.61		45,716.61
Krzesinski, Sheila M	2,160.00		2,160.00
LaChance, Susan	57,836.05		57,836.05
Laffey, Mary	52,373.56		52,373.56
Lafland, Kimberly A	51,624.36		51,624.36
Lally, Patricia A	39,297.12		39,297.12
Lamotte, Susan	57,274.95		57,274.95
Landa, Cady E	16,151.87		16,151.87
Lane, Jaime A	47,096.16		47,096.16
Lane, Kerry A	2,843.00		2,843.00
Lane, Patricia A	184.80		184.80
Langlais, Renee M	39,689.41		39,689.41
Langlois, Bertha E	43.29		43.29
Larocque, Janice L	41,644.10		41,644.10
Laws, Nancy	59,986.87		59,986.87
Lazzara, Karen E	3,791.13		3,791.13
Lazzara, Mary E	24,422.50		24,422.50
Leary, Colleen	45,941.57		45,941.57
LeBlanc, Dixie M	8,284.80		8,284.80
LeCam, Donna	66,081.44		66,081.44
LeCam, Justin	400.00		400.00
LeClair, James L	62,539.06		62,539.06
Lennon, Carol Ann	15,249.25		15,249.25
Lesage, Charles	9,634.08		9,634.08
Levine, Steven	67,800.50		67,800.50
Levy-Siopes, Jennifer M	44,308.98		44,308.98
Libby, David A	57,386.32		57,386.32
Lindsey, Eileen M	41,773.98		41,773.98
Linskey, Joanne L	6,745.00		6,745.00
London, Patricia L	9,378.94		9,378.94
Loosen, Mary	44,078.52		44,078.52
Lopolito, Christine	9,854.98		9,854.98
Lovett, Thomas W	84,106.80		84,106.80
Lussier, Pamela	20,350.14		20,350.14
Lynch, Joan	49,669.81		49,669.81
MacDonald, Bruce Allan	41,467.21		41,467.21
MacDougall, Robert	82,556.22		82,556.22
MacIsaac, Sheila	164.43		164.43
MacLeod, Kathleen	40,104.68		40,104.68
Maguire, Kristen L	16,882.19		16,882.19
Maguire, Mary	53,515.78		53,515.78
Mahoney, Eileen	27,509.06		27,509.06
Mahoney, Eileen M	4,117.26		4,117.26
Maia, Patricia G	946.41		946.41
Malatesta, Rosamond	59,229.99		59,229.99
Malone, Gayle F	3,395.47		3,395.47
Malone, Linda	55,142.16		55,142.16
Manley II, James	50,660.88		50,660.88
Manseau, Mary	47,285.96		47,285.96
Manzi, Edward R	52,114.84		52,114.84
Manzi, Robert L	47,646.34		47,646.34
Maranville, Marie L	54,136.72		54,136.72
Marcella, Jennifer K	30,879.32		30,879.32
March, Donna	1,900.69		1,900.69
Marchand, Jon A	41,480.59		41,480.59
Marcheterre, Lisa A	54,449.08		54,449.08
Marcus, David	56,800.22		56,800.22
Marget, Lisa G	13,395.90		13,395.90
Marquis, Donna M	876.00		876.00
Marsh, Elsa A	49,184.33		49,184.33
Martel, Patricia M	41,252.35		41,252.35
Martin, Daniel N	51,640.77		51,640.77
Martineau, Donna	204.63		204.63
Martucci, Denise B	11,526.67		11,526.67
Mascia, Kathleen J	579.42		579.42
Matyszczak, Helen	56,182.19		56,182.19
McAndrews, Patrick F	58,736.72		58,736.72

	<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>
McArdle, Katharine J	2,603.00		2,603.00
McArdle, Kevin P	88,766.76		88,766.76
McArdle Milenavich, Sharon	59,985.37		59,985.37
McBrine, Monica	35,801.99		35,801.99
McCabe, Evelyn D	10,406.01		10,406.01
McCabe, Robert F	9,024.97		9,024.97
McCann, Joseph F	51,074.85		51,074.85
McCarthy, Carol F	1,182.48		1,182.48
McCarthy, Robert	39,157.50		39,157.50
McCormick, Annmarie	28,076.50		28,076.50
McDade, Pamela	55,665.60		55,665.60
McDermott, Beth A	1,663.36		1,663.36
McDonnell, Patricia R	59,696.97		59,696.97
McDonough, Donna M	5,292.00		5,292.00
McFadden, Kelly A	50,986.89		50,986.89
McGilvery, Eva-Maria T	21,109.12		21,109.12
McGinn, Marybeth	50,723.35		50,723.35
McGowan, Cressida L	1,302.50		1,302.50
McGowan, Muriel	11,509.27		11,509.27
McGrath, Christine L	129,352.12		129,352.12
McGrath, Michelle L	45,232.93		45,232.93
McGrath, Robert M	53,473.06		53,473.06
McGregor, Anne B	34,604.18		34,604.18
McGuire, James	97,774.28		97,774.28
McGuirk, Julie	38,323.41		38,323.41
McHatton, Paula A	1,475.00		1,475.00
McKenna, Donna M	24,350.85		24,350.85
McKenna, Mary J	917.50		917.50
McKusick, Linda	12,985.04		12,985.04
McLaughlin, Maria L	5,021.56		5,021.56
McLaughlin, Michael J	1,082.40		1,082.40
McNamara, Maureen	58,465.59		58,465.59
McNeil, Catherine M	2,609.53		2,609.53
McNeil, Susan M	857.75		857.75
McSheehy, Erin C	44,295.65		44,295.65
McSheehy, Maureen	55,381.91		55,381.91
McWilliams, Brenda	53,183.39		53,183.39
Meharg, Heidi E	2,843.00		2,843.00
Mercier, Kelly E	22,951.96		22,951.96
Merrill, Brandi	4,070.00		4,070.00
Merrill, Jennifer A	47,887.01		47,887.01
Messina, Vincent J	6,769.63		6,769.63
Metivier, Krista M	4,555.25		4,555.25
Meuse, Laurie J	172.26		172.26
Meuse, Patricia M	39,494.78		39,494.78
Middleton, Judith A	46,502.36		46,502.36
Miller, Sandra H	26,099.43		26,099.43
Minichiello, Eva M	829.98		829.98
Mofield, Kathleen	43,030.09		43,030.09
Montecalvo, Dolores	10,515.99		10,515.99
Mooney, Donna B	64,684.26		64,684.26
Moore, Damon	41.64		41.64
Mootrey, Kathleen J	54,136.72		54,136.72
Morandi, Denise	48,147.26		48,147.26
Morello, Mary Beth	25,900.56		25,900.56
Morgan, John R	17,443.36		17,443.36
Moriarty, Carol G	35,766.69		35,766.69
Morrill Jr, Thomas A	62,871.03		62,871.03
Morris, Mary C	13,565.09		13,565.09
Morrissey, Joanne M	56,199.39		56,199.39
Morrissey, Kevin M	5,146.12		5,146.12
Morse, Carol A	575.00		575.00
Morsicato, Dorothy A	1,730.44		1,730.44
Moser, Sharon J	60,885.13		60,885.13
Mrozowski, Jennifer	54,136.72		54,136.72
Mugford, Debralee	10,310.68		10,310.68
Mulera, Carolyn	200.00		200.00
Mullen, David	51,260.93		51,260.93
Mulloy, Sheri F	15,703.14		15,703.14
Mulno, Susan	15,641.66		15,641.66
Murphy, Eileen M	2,843.00		2,843.00

	<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>
Murphy, Janet E	423.03		423.03
Murphy, Lois E	20,593.57		20,593.57
Murphy, Marie T	2,624.72		2,624.72
Murphy, Robin A	1,765.67		1,765.67
Murray, Kara M	47,675.39		47,675.39
Napoli, Patricia A	27,665.24		27,665.24
Nastasi, Maryellen A	54,065.00		54,065.00
Natola, Ralph J	80,622.09		80,622.09
Navetta, Carol M	44,401.71		44,401.71
Naylor, Cooper R	15,705.13		15,705.13
Neal, Terrance F	33,479.97		33,479.97
Neary Hughes, Lisa	59,713.87		59,713.87
Nee, Mary Elizabeth	56,423.42		56,423.42
Newberg, Courtney B	42,656.38		42,656.38
Newton, Richard H	40,254.29		40,254.29
Norton, Paul E	2,843.00		2,843.00
OBrien, Joanne	57,007.03		57,007.03
OBrien, John H	37,795.89		37,795.89
ODonnell, Andrea M	53,844.09		53,844.09
OHara, Ann	56,806.40		56,806.40
OHare, Nancy J	330.59		330.59
OKeefe, Stephen J	2,843.00		2,843.00
Osborne, M Eileen T	54,099.41		54,099.41
Osterberg, Roy	39,925.05		39,925.05
Osterman, Glenn W	57,586.91		57,586.91
Osterman, Marcia	37,793.00		37,793.00
OSullivan, Rita	60,112.93		60,112.93
Otis, Richard	55,455.16		55,455.16
OToole, Donna	462.39		462.39
Pachucki, Brenda A	669.47		669.47
Page, Donald C	36,774.15		36,774.15
Page, Ronald G	33,667.53		33,667.53
Pagiavlas, Stephanie	62,947.11		62,947.11
Paglia, Diane	16,430.75		16,430.75
Palm, Judith M	59,128.32		59,128.32
Papik, Elizabeth	61,743.68		61,743.68
Parker, Lisa E	52,599.25		52,599.25
Patterson, Roland T	11,309.28		11,309.28
Patterson, Stephen R	35,285.08		35,285.08
Patterson, Susan	44,432.53		44,432.53
Paul, George S	94,344.94		94,344.94
Pavone, Colleen	118.06		118.06
Payne, Yvette	11,970.57		11,970.57
Peach, Dorothy	27,558.64		27,558.64
Pellegrini, Diane L	54,549.14		54,549.14
Penney, Kathleen	16,332.59		16,332.59
Perkins, Kimberly A	3,475.03		3,475.03
Perrin, Ruth	2,499.96		2,499.96
Petalas, Marjorie A	61,092.93		61,092.93
Peters, Farbrianna	670.94		670.94
Peters, Kathleen A	585.68		585.68
Peterson, Dennis J	4,096.32		4,096.32
Peterson Jr, Dennis J	7,983.40		7,983.40
Petkiewich, Grace	12,482.77		12,482.77
Pilat, Roger	50,417.59		50,417.59
Pinard, Pamela A	9,189.01		9,189.01
Pincher, Jeanne K	44,777.93		44,777.93
Piscione, Claire	53,493.16		53,493.16
Piscione, William	65,200.47		65,200.47
Pishock, Patricia	51,353.14		51,353.14
Policelli, Ann M	6,126.10		6,126.10
Porcaro, Cheryl	85,665.81		85,665.81
Prayne, Paula M	62.64		62.64
Preston, Danielle	10,817.21		10,817.21
Primerano, Mary A	61,580.93		61,580.93
Pringle, James R	52,725.33		52,725.33
Prodanas, Stephen	61,493.20		61,493.20
Puma, Dustine R	27,793.93		27,793.93
Quinn, John F	96,649.66		96,649.66
Ranieri, Susan M	286.33		286.33
Rauseo, Nicole M	43,457.42		43,457.42
Read, Elinor A	60,390.78		60,390.78

	<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>		<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>
Reading, Robin	54,136.72		54,136.72	Starling, Kathleen A	2,072.50		2,072.50
Reale, Patricia A	10,071.47		10,071.47	Starling, Stephanie C	168.75		168.75
Rebelo, Carlos	31,702.83		31,702.83	Stevens, Barbara	15,976.18		15,976.18
Redman, Sarah A	38,519.69		38,519.69	Stocki, Penny L	302.44		302.44
Redmond, Kimberly A	404.76		404.76	Stone, Kimberly M	55,639.75		55,639.75
Reed, Claire	57,702.87		57,702.87	Stone, Phillip J	45,313.55		45,313.55
Reimold, Jennifer L	9,846.27		9,846.27	Storms, Mary Ann	20,583.30		20,583.30
Rekkbie, Linda	520.70		520.70	Stratis, Patricia	59,910.71		59,910.71
Reyes, Janet E	48,526.16		48,526.16	Stronach, Richard J	43,017.47		43,017.47
Reynolds, Roseanne M	1,212.00		1,212.00	Sughrue, Shaun M	41,732.90		41,732.90
Rezendes, Jodi E	1,842.72		1,842.72	Sujko, Tara A	45,292.28		45,292.28
Rice, Joseph F	38,686.14		38,686.14	Sullivan, Ann M	18,931.00		18,931.00
Rich, Tammy	7,361.82		7,361.82	Sullivan, Barbara J	14,899.45		14,899.45
Rideout, Gerald	73,406.30		73,406.30	Sullivan, Barry J	43,652.17		43,652.17
Rideout, Maureen	65,554.32		65,554.32	Sullivan, Barry T	12,615.78		12,615.78
Rideout II, Gerald	1,022.08		1,022.08	Sullivan, Carole	58,282.04		58,282.04
Riley, Elaine	54,629.20		54,629.20	Sullivan, Deborah	29,230.44		29,230.44
Roberts, Marimargaret	6,200.00		6,200.00	Sullivan, Dolores	48,501.12		48,501.12
Robichaud, Ellen-Dale	8,384.80		8,384.80	Sullivan, Donald	52,230.61		52,230.61
Robillard, Katherine P	30,773.27		30,773.27	Sullivan, Laura L	9,233.02		9,233.02
Robinson, Beverly	31,127.16		31,127.16	Sullivan, Susan M	54,646.92		54,646.92
Robinson, Elizabeth C	57,723.09		57,723.09	Sullivan Jr, James T	47,722.41		47,722.41
Robshaw, Don L	2,441.69		2,441.69	Sullivan Sr, James T	2,893.00		2,893.00
Rodgers, Jamie	12,377.89		12,377.89	Sutliff, Nadine B	60,214.74		60,214.74
Rodgers, Kristi	45,751.19		45,751.19	Szmyt, Kelley M	1,239.05		1,239.05
Rogacki, Daniel	50,158.22		50,158.22	Talford, Ginamarie	68,697.16		68,697.16
Rogers, Kristina	60,239.32		60,239.32	Teas, Nancy	21,302.24		21,302.24
Romano, Anthony	50.00		50.00	Tecce, Heather	201.60		201.60
Ronan, Cathy	81,118.20		81,118.20	Tellier, Holly	25,131.60		25,131.60
Ronan, Mark J	1,108.80		1,108.80	Tellier, Matthew T	1,450.00		1,450.00
Rouff, Francesca	59,603.02		59,603.02	Tellier, Patricia	40,160.77		40,160.77
Russell, Joseph E	2,499.96		2,499.96	Themeles, Betty Ann	56,312.82		56,312.82
Ryan, Kenneth J	17,498.78		17,498.78	Themeles, Christine	66,429.28		66,429.28
Ryan, Sandra	65,203.40		65,203.40	Therault-Regan, Brenda M	42,476.39		42,476.39
Ryan, Sandra	22,730.00		22,730.00	Therrien, Robert D	52.06		52.06
Ryan, Thomas F	47,948.93		47,948.93	Thompson, Nancy G	39,111.13		39,111.13
Ryser, Patricia A	55,821.28		55,821.28	Thuillier, Peter G	45,592.28		45,592.28
Sacramone, Agnes	64,536.74		64,536.74	Tildsley, Sharon	1,430.00		1,430.00
Sacramone-Greene, Donna	48,440.17		48,440.17	Times, Cindy D	50,141.49		50,141.49
Sagro, Carol	63,150.72		63,150.72	Tirabassi, Melanie A	24,542.06		24,542.06
Saindon, Denise M	49,458.63		49,458.63	Torname, Nancy	24,002.74		24,002.74
Sanford, Shirley	61,192.93		61,192.93	Tozowski, Mary A	6,077.13		6,077.13
Santilli, Kathleen A	38,289.60		38,289.60	Trevor, Denise A	10,470.54		10,470.54
Santos Zambella, Elizabeth	50,660.93		50,660.93	Trickett, Donna M	62.50		62.50
Sarsfield, Erin M	2,812.50		2,812.50	Turcotte, Mary E	263.45		263.45
Sartori, Anita	32,851.00		32,851.00	Vadnais, Nancy D	1,938.00		1,938.00
Sawyer, Lynne A	400.01		400.01	Vass, Suzanne M	873.05		873.05
Scafid, Jeremy C	3,864.15		3,864.15	Vella, Loren M	46,588.63		46,588.63
Schultheis, Steven H	35,622.20		35,622.20	Ventura, Catherine F	54,214.81		54,214.81
Scofield, Susan	50,491.48		50,491.48	Vibber, Sandra	8,963.75		8,963.75
Shanley, Thomas J	45,030.14		45,030.14	Vieira, Barbara	440.00		440.00
Sharkey, James F	63,021.78		63,021.78	Viola, Judy	971.99		971.99
Sharkey, Kimberly A	920.00		920.00	Vitallo, Barbara	59,681.16		59,681.16
Shattuck, Beverly M	10,825.43		10,825.43	Vonkahle, Heidi	2,584.00		2,584.00
Sheehan, Ann B	5,517.00		5,517.00	Waitte, Stefani G	53,627.62		53,627.62
Sheehan, Kimberly A	10,812.87		10,812.87	Waldrip, Roberta	10,249.21		10,249.21
Shikles, Alison	11,871.21		11,871.21	Wallace, Joy C	2,735.09		2,735.09
Shirkus, James P	31,971.71		31,971.71	Walsh, Cynthia E	540.00		540.00
Shirkoff, Pamela A	50,187.12		50,187.12	Walsh, Elaine	38,835.95		38,835.95
Sholl, Kathleen T	12,107.78		12,107.78	Walsh, Joseph C	57,729.15		57,729.15
Silva, Geraldine M	1,186.42		1,186.42	Walsh, Leanne M	806.00		806.00
Skoropowski, Maria	18,136.12		18,136.12	Walsh, Rebecca J	862.40		862.40
Slezak, Diane N	54,136.72		54,136.72	Ware, Karen Ann	50,660.93		50,660.93
Smallidge, Nicole	45,307.00		45,307.00	Ware, Robert	60,815.32		60,815.32
Smith, Betty L	173.16		173.16	Weidknecht, Marguerite K	46,226.85		46,226.85
Smith, Margaret	24,321.16		24,321.16	Weir III, John S	51,396.76		51,396.76
Sosnowska, Agnieszka	29,206.64		29,206.64	Welch, Patricia	13,613.66		13,613.66
Souza, Florence F	55,382.07		55,382.07	Wells, Deborah E	1,773.66		1,773.66
Spaulding, Jennifer E	58,022.55		58,022.55	Welsh, Dawn M	1,245.00		1,245.00
Speros, Elaine F	59,892.13		59,892.13	White, Stanley D	54,890.29		54,890.29
St John-Latta, Thersea L	3,551.37		3,551.37	Whitehead, Maureen	35,603.45		35,603.45
Stack, Catherine F	44,380.22		44,380.22	Whitney, Elizabeth A	120.00		120.00

	<u>Regular</u>	<u>OT/Other</u>	<u>Total</u>
Whynot, Ann M	59,099.64		59,099.64
Williamson, Jacqueline	45,146.02		45,146.02
Wilson, Jane	7,506.87		7,506.87
Wilson, William B	34,257.91		34,257.91
Winn, Dennis M	8,163.84		8,163.84
Winters, Scott A	55,061.14		55,061.14
Witham, Cheryl	49,955.64		49,955.64
Wogan, Dale	1,511.19		1,511.19
Woodman, Janice M	14,045.54		14,045.54
Yaeger, Warren J	64,255.35		64,255.35
Yeats, Rhonda E	52,319.83		52,319.83
Yerkes, William B	1,262.20		1,262.20
Yore, Sarah E	5,301.79		5,301.79
Young, Keith E	63,969.35		63,969.35
Zaremba, Sharon C	9,611.27		9,611.27
Zaroulis, James G	6,350.00		6,350.00
Zbieg, Richard	59,470.59		59,470.59
Zier, Mary Ellen	5,245.00		5,245.00
Zotos, Anissa S	4,355.73		4,355.73
Zullo, Lisa M	45,673.42		45,673.42
Zunino, Elaine	13,157.61		13,157.61

At Your Service

(AREA CODE 978)

GENERAL INFORMATION..... 640-4300

AMBULANCE..... 911

Administrative Services, [Town Hall]..... 640-4488
Assessors, [11 Town Hall Ave]..... 640-4330
Auditor, [11 Town Hall Ave]..... 640-4320
Board of Registrars (Voter Information)..... 640-4355
Building Commissioner, [DPW Building]..... 640-4430
Community Development, [DPW Building] 640-4370
Computer Services, [11 Town Hall Ave]..... 640-4351
Conservation Commission, [DPW Building]..... 640-4370

FIRE DEPARTMENT, [21 Town Hall Ave]

To Report a Fire..... 911
Other Fire Information..... 640-4410

Health Board, [DPW Building]..... 640-4470
Housing Authority, [Livingston Street]..... 851-7392
Library, [300 Chandler St.]..... 640-4490
Parking Clerk, [Town Hall]..... 640-4356
Planning Board, [DPW Building]..... 640-4370
Plumbing/Electrical Inspector, [DPW Building]... 640-4435

POLICE DEPARTMENT, [918 Main Street]

EMERGENCY..... 911
Administrative-Non Emergency..... 640-4381
Detectives..... 640-4380
Dog Officer..... 640-4395
Records..... 640-4385

PUBLIC WORKS, [DPW Building, 999 Whipple Rd.]

Superintendent/Administration Office..... 640-4440
Engineering Division..... 640-4440
Highway Division..... 640-4440
Park Division, [Livingston St.]..... 640-3502/640-4462
Sewer Division..... 640-4440
Snow & Ice Emergency..... 640-4443
Tree Division 640-4440
Water Division
[Emergencies-Phone Police Dept]..... 640-4448
Water Treatment Plant..... 858-0345
Water Billing Division , [11 Town Hall Ave].... 640-4350
Recreation Dept., [Livingston St.]..... 640-4460
Road Runner Transportation..... 459-0152
Rubbish Disposal..... 1-800-442-9006

SCHOOL DEPARTMENT

Athletic Director..... 640-7834
Loella Dewing School, [1469 Andover St]..... 640-7858
Heath Brook School, [165 Shawsheen St]..... 640-7865
Memorial High School, [320 Pleasant St]..... 640-7825
North Street School, [133 North St]..... 640-7875
Louise Trahan School, [12 Salem Rd]..... 640-7870
John Ryan Elem School, [135 Pleasant St]..... 640-7880
John Wynn Middle School, [1 Griffin Way]..... 640-7846
Superintendent of Schools 640-7801
Business Administ. Office [139 Pleasant St]..... 640-7805

Shawsheen Tech. Region. H.S., [Billerica]..... 667-2111

Sealer of Weights & Measurers..... 640-4430
Selectmen, [Town Hall]..... 640-4300
Senior Center, [175 Chandler St]..... 640-4480
Cable TV: Channel 10..... 640-4300
Channel 22..... 640-7825
Town Clerk, [Town Hall]..... 640-4355
Town Manager, [Town Hall]..... 640-4310
Treasurer/Tax Collector, [11 Town Hall Ave]..... 640-4340
Veterans Agent, [Town Hall]..... 640-4485
Voter Information, [Town Hall]..... 640-4355
Welfare Department..... 446-2400

Historical Society 978-863-9989
[Web Site – www.tewkhissoc.org]

CITIZENS INFORMATION SERVICE

Office of the Secretary of State..... 1-800-392-6090
Senator Edward Kennedy [Boston]..... 1-617-565-3170
Senator John Kerry [Boston]..... 1-617-565-8519
Congressman Marty Meehan [Lowell]..... 978-459-0101
State Senator Susan Tucker..... 1-617-722-1612
State Representative James Miceli..... 1-617-722-2582
State Representative Barry Finegold 1-617-722-2240